



INSTRUCTIONS FOR USING THE BOOKSTORE

K12 Student Direct is the official partner of your school in the operation of its bookstore. The following is a guide to navigating the online bookstore.

Note: Please make sure your browser is up to date to ensure proper functioning.

SETTING UP AN ACCOUNT

Go to www.K12SD.com. Upon arrival, you will be asked to set up an account. The first step of registration is to choose a parent or student account. Next, search for and select your school. Providing a student ID is recommended as it will automate searching for your courses based on the registration information that your school may have provided.

FIND YOUR COURSE MATERIALS

If a match was found for your ID, the list of courses to which you're assigned will appear in MY COURSES. You may also search for courses and materials individually. Used and rental options will be displayed when available as will digital options. Add items to your cart one-at-a-time by selecting ADD TO CART or as a group by choosing ADD SELECTED ITEMS TO CART.

YOUR SHOPPING CART

You can get to the cart by selecting the SHOPPING CART button in the upper right portion of the screen.

CHECKOUT PROCESS

1. After reviewing the details of your cart, select CHECKOUT.
2. Complete shipping contact and address and select a delivery method. Most orders shipped ground to addresses in the Northeast will arrive within one business day following processing.
3. On the next page, review the details of your order and choose a payment method, filling-in the appropriate fields. Once you are confident in your order, select to CONFIRM PURCHASE.
4. A confirmation page will be displayed for the order and emailed to you. Please note your Order Number. Orders placed by credit card will be processed right away. If you choose to pay via cashier's check or money order as your payment method please note that your order will be held until payment is received. Personal checks are not accepted.

RETURNS

Students have fourteen days from the school's course drop/add date to return books. Books sent back for a refund must be returned in the same condition in which they were received. Additional info [on the website](#).

HAVE QUESTIONS?

A list of answers to frequently asked questions is available on the bookstore website.

Contact K12 Student Direct:  Call: (877) 560-2651

 Email: support@k12sd.com