

## Barnes & Noble College Bookstore

Barnes & Noble College Bookstore serves the HGTC community with the following items and services:

- Required Textbooks
- New, Used, Rentals or e-Textbooks

In-store books are arranged alphabetically by subjects, then numerically by course numbers. Course cards contain the course numbers and are located directly below textbooks.

During registration for classes, you may view or order your books online at the Bookstore website at [www.hortec.bncollege.com](http://www.hortec.bncollege.com) provided the Bookstore has received an instructor book request for your class. Credit card prepayment is required.

## Bookstore Website

The Bookstore offers many services and products on its website at [www.hortec.bncollege.com](http://www.hortec.bncollege.com). There you can find the most current information about the Bookstore, its services, and products.

## Supplies

A full line of supplies, including paper, pens, pencils, binders, notebooks and any other supplies required or recommended for courses, is offered by the Bookstore.

## Bookstore Payment

Students are expected to pay for books and supplies when purchased. Payments may be made by cash, check, money order, Visa, Master Card, Discover, American Express or the HGTC voucher system.

Financial Aid payment is generally accepted one week prior to the first day of classes through the first week of classes. Any returns are credited to the Financial Aid voucher. Students are required to present their HGTC ID to charge books to their voucher.

## Bookstore Refunds and Exchanges

With a receipt, a full refund will be given during the first week of classes, provided the book is still in saleable condition. A full refund will be given with a receipt, up to thirty days after the beginning of classes, only with proof of class schedule change or if the return occurs within two days of the date of the receipt. Books must be in saleable condition. Items which include codes are not returnable once the code has been opened or unsealed.

All merchandise other than textbooks may be returned, with a receipt, within 30 days. All merchandise must be in its original condition.

Exceptions: No refunds are made on custom course materials, outlines, study guides, magazines and prepaid phone cards. Software must be unopened for exchange or refund. Opened software may be exchanged for identical disk only.

## Purchase of Used Books

The Bookstore buys back used books Monday through Thursday, except for the three weeks surrounding the beginning of each semester. Book value is highest during final exam week at the end of each semester.

To sell books to the Bookstore, a student must present an HGTC ID card. Prices are variable:

Top value (generally 50% of the retail price of the book) is paid when:

- Book is adopted for a succeeding semester;
- Book is in good re-saleable condition; and,
- Books are not already overstocked.

Wholesale:

• Prices for books not being used at HGTC or have uncertain future use at HGTC are established by reputable national used book wholesalers.

No value:

- Old editions;
- Manuals and exercise books which are marked;
- Books in poor condition; and,
- In many cases, books sold with codes where the code has been opened may have little or no value.

## Bookstore Locations/Hours/Contact Information

**Conway Campus:** Building 200, Phone: 843-349-5220  
Monday-Thursday 7:30 am - 5:00 pm  
Friday 7:30 am - 12:30 pm

**Grand Strand Campus:** Bldg. 300, Phone:  
843-238-8076  
Monday-Friday 7:30 am - 5:00 pm

**Georgetown Campus:** Bldg. 100, Phone: 843-345-9898  
Monday - Thursday 7:30 am - 5:00 pm  
Fridays 7:30 am - 12:30 pm (beginning & end of semesters)

Closed during school breaks.

Additional hours are scheduled as necessary to meet seasonal needs.