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 Fax: 603.543.1844
 Website: www.rivervalley.edu

Keene Academic Center
 Cheshire House, 67 Winchester Street
 Keene, NH 03431
 Phone: 603.357.2142
 Fax: 603.357.0408

Lebanon Academic Center
 15 Hanover St, Lebanon, NH 03766
 Phone: 603.443.4200
 Fax: 603.443.6167

BOOK VOUCHER REQUEST – Summer 2021

I request a Book Voucher in the amount of \$_____ (total cost of **new** books plus any shipping* charges) against my Summer 2021 financial aid award. I further understand that my tuition and fees are paid with the financial aid award BEFORE payments are made against this advance. I further understand that I am responsible for any and all costs of textbooks, tuition and fee payments not covered by financial aid.

I acknowledge that I have read RVCC's Book Voucher Instructions. I also acknowledge that my financial aid is complete and "in place" as I have signed my RVCC Award Notification Letter completed the Entrance Counseling and the Loan Agreement/Master Promissory Note (MPN) with studentloans.gov, and agree that I am responsible for any remaining amount due to the College.

I also understand that by registering for courses at RVCC, I am financially obligated for ALL costs related to the registered course(s). Upon completing a Drop or Withdrawal form, I understand that I will be responsible for all charges as noted in the *Student Catalog* and *Student Handbook*. I further understand that if I do not make payment in full, my account may be reported to the Credit Bureau and/or turned over to an outside collection agency. I also understand that I will be responsible for the costs of the outside collection agency, any legal fees, and any bounced check fees under RSA 6:11; which will add significant costs to my account balance. I understand that I am also responsible for payment of the Amount Charged, indicated above, if for any reason financial aid funds are not disbursed to my account.

☐ Check here if this your **second** Book Voucher Request form for **this** semester.

By signing below, you indicate you have read and agree to the statements above:

Student's Name (print): _____

Student's Signature: _____ Date: _____

Student's SS # (last four digits only): _____ Student's ID: A _____

Student's Phone #: _____ Student's Email: _____

☐ Check here to have books **shipped directly to you**. You have added the \$7.50 fee to your total requested amount. Provide a physical mailing address – UPS **does not** deliver to Post Office Boxes. Do you require a signature for deliver? Circle: **Yes** or **No**

Street Address: _____ City: _____ State _____
 Zip _____

☐ Check here if you will **pick-up your books** at the RVCC Bookstore, located at the main campus of River Valley Community College, One College Place, Claremont. (Bookstore Hours are Monday-Thursday 9 AM to 4 PM - COVID protocols apply.)

☐ Remember to **attach a copy of your "Shopping Cart" (with your name on it)** from the RVCC Bookstore website: <https://www.bkstr.com/rivervalleyccstore/home> that lists your text books and the related prices. OR, your **printed Student Detail Schedule off your SIS** (Student Information System) account.

☐ Check here for \$25.00 Follett Bookstore supplies (Department #4, pens, notebooks, binders.)

Financial Aid Office Approval Signature: _____ **Date:** _____

Please be aware: The Bookstore now has a CCSNH email: RVCCBookstore@ccsnh.edu or 0967mgr@follett.com Email is preferable to calling!!!

Internal FA Office use only:

	Program	SAP	# of Credits
Pell	SEOG	Subsidized	Unsubsidized
- Tuition	= Sub Total	- Book(s)	= \$ Credit Balance

NOTE: Once submitted it will take up to 48-hours for your request to process.

THIS BOOK VOUCHER EXPIRES - June 07, 2021 (including late-start classes)

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