

HOW TO

ORDER YOUR TEXTBOOKS

A Step-By-Step Guide

Ordering textbooks through your online bookstore is quick and easy. You can search for your school's bookstore at www.mbsdirect.net.

TFA AP Bookstore: <http://bookstore.mbsdirect.net/thefirstacademy.htm>

1 Access Your Online Bookstore

Select "Order Your Books" on the homepage. Choose the courses and start dates.

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2 Choose Your Course Materials

Required course materials are displayed and pre-selected for your cart. If you already own a textbook, click the "Do Not Purchase" button.

5 Shipping Information

Select your shipping method. The anticipated date of delivery will be displayed, along with the associated shipping information.

3 Add Items & View Your Cart

When you finish selecting your books, click "Add Items & View Cart." Please review your selections and recommended study aids and click "Proceed to Checkout."

6 Complete You Order

Select your method of payment and enter all information required to complete the transaction. Once you click "Finalize Order" your order will be submitted for fulfillment.

4 Account Information

Returning customers, please enter your email address and password. Your information will appear on the following screen. (If you are a

7 Have Questions?

For additional questions or comments, please contact our Customer Contact Center at 1-800-325-3252 or vb@mbsdirect.net.