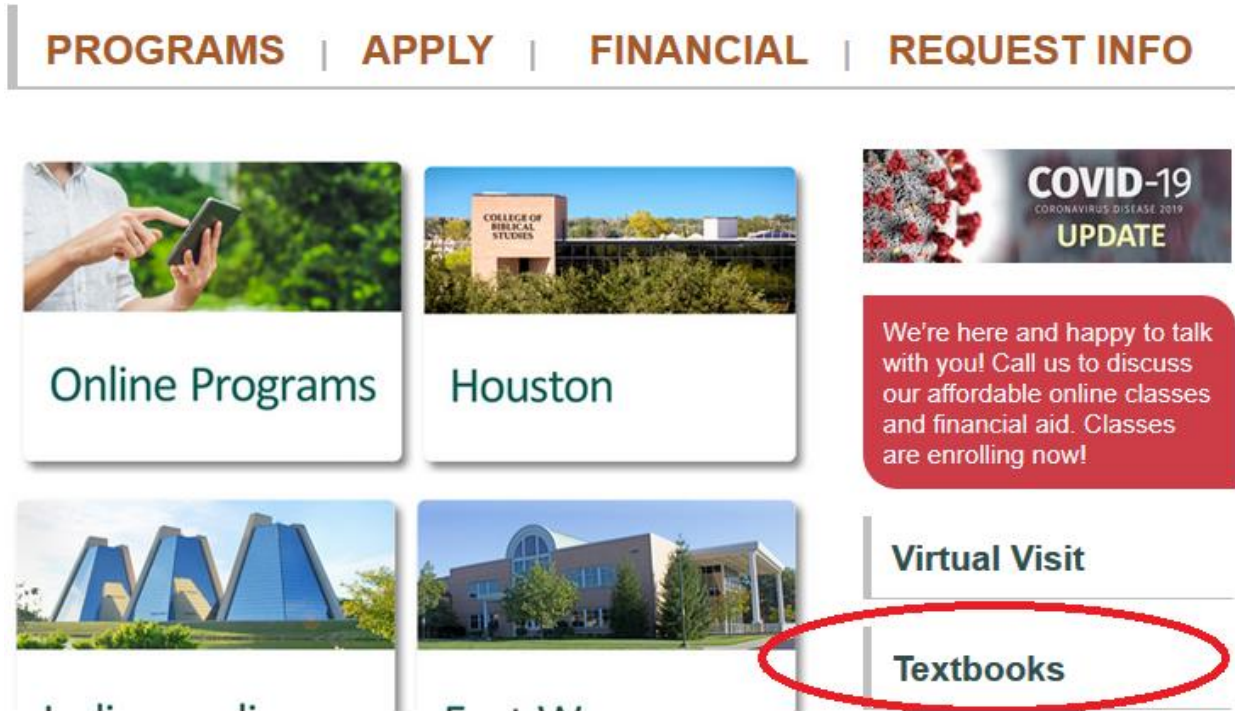


## How to Order Textbooks using a Debit/Credit Card

- Step 1) Open a web browser and go to: <http://www.cbshouston.edu/>  
Scroll down the page and click **Textbooks**. This will take you to our website page for purchasing textbooks.

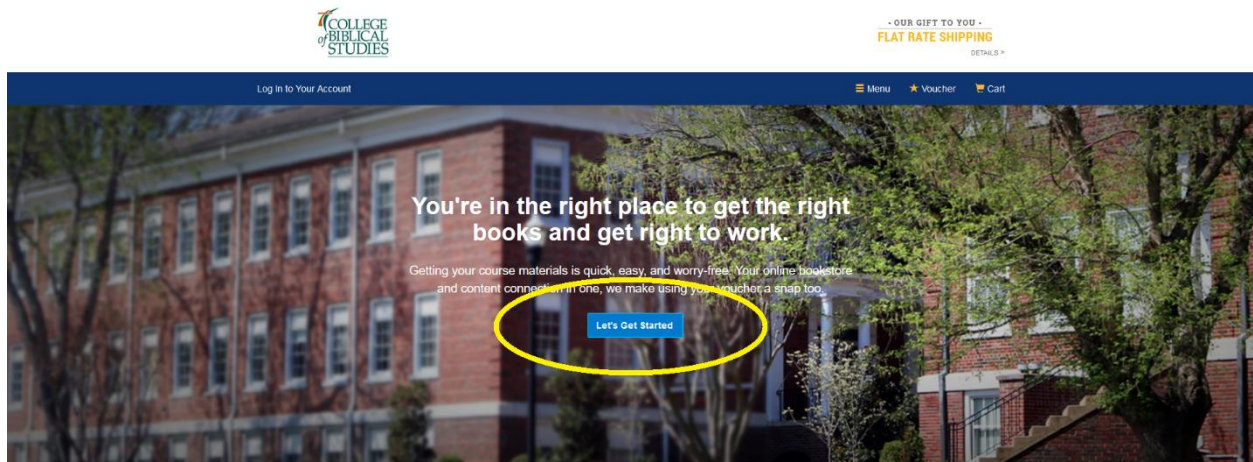


- Step 2) From the website page for Textbooks, click on **Order Your Textbooks** button. This will take you to our affiliate site with MBS Booksellers.

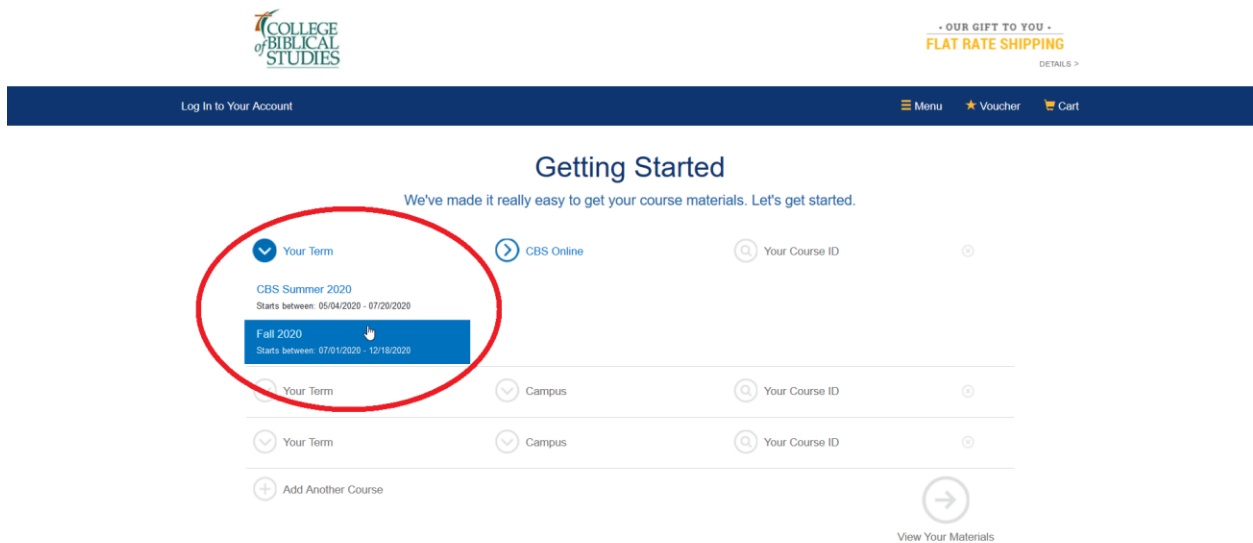


## How to Order Textbooks using a Debit/Credit Card

Step 3) On the Affiliate site (shown below), click on **Let's Get Started**. This will take you into the portal set up for College of Biblical Studies.



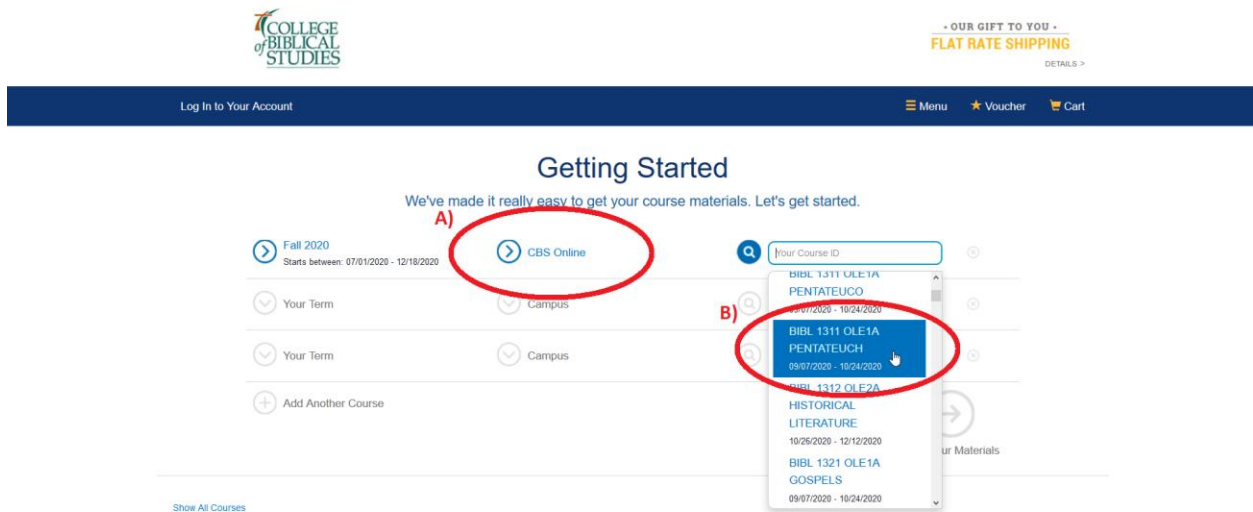
Step 4) The CBS portal requires some information from you to get started. First, you must select the appropriate semester by clicking on the dropdown **Your Term**.



## How to Order Textbooks using a Debit/Credit Card

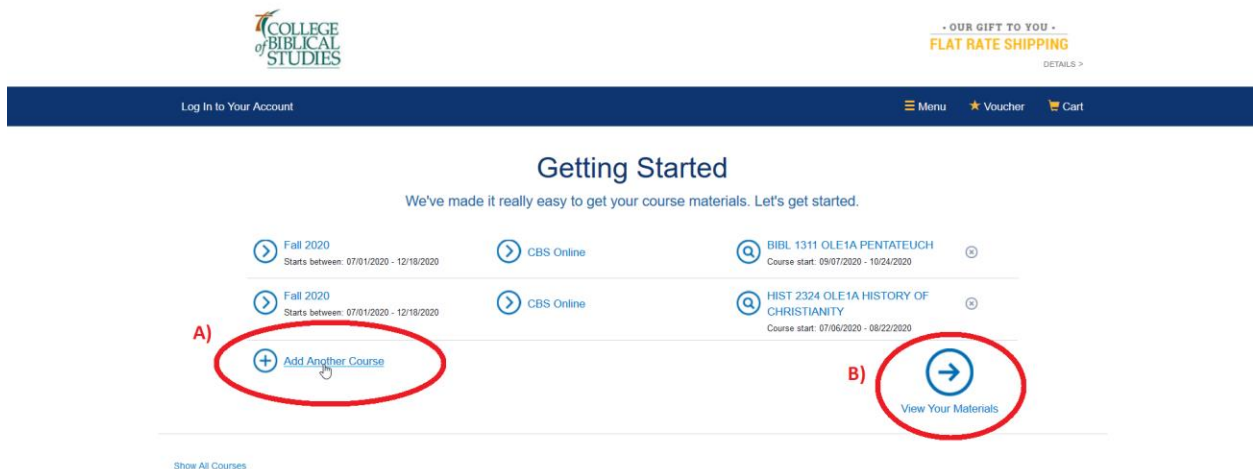
Step 5) Repeat step 5 by selecting your appropriate campus (point A on the screenshot) and then select your appropriate course (point B on the screenshot).

**Note:** Classes are listed in alphabetical order by class number.



Step 6) The textbook portal will allow you to enter two classes automatically. If you are ordering for more than two courses, click on the **Add Another Course** button (point A on the screenshot). Once you're confident that you have all of your courses selected for the semester, click on the button **View Your Materials** (point B on the screenshot).

**Note:** It is recommended that you order all of your textbooks at one time through the portal to ensure they all arrive in a timely manner before the beginning of the start of classes.



## How to Order Textbooks using a Debit/Credit Card

Step 7)

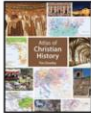
Select the way you would like to receive your textbook.

- Print**, especially **New Print**, is the more traditional way to receive your textbooks.
- Digital** means that you are able to download this product onto a device and read it offline (without an Internet connection). Make sure to read the **Digital Rights** to the lefthand side under the title information. (Page numbers may differ from what the professor lists in the syllabus, so be sure to ask.)
- Marketplace Sellers** opens up the opportunity to purchase cheaper or used books from partner companies and still use your book voucher. MBS still operates as shipping agent for transactions and are processed through same checkout process.
- No Thanks** means that you would not like to purchase this book at this time.

Be sure to click **Add Selected to Cart** so that the textbook will show when you check out.

Course 1 of 2: Fall 2020 • CBS Online • HIST 2324 OLE1A HISTORY OF CHRISTIANITY • 07/06/2020 - 08/22/2020

Hide



REQUIRED

Atlas of Christian History 2016

Author: Dowley, Tim  
ISBN-13: 978-1-4514-9970-4  
ISBN-10: 1-4514-9970-1  
Edition/Copyright: 2016  
Publisher: Fortress Publishers

[Summary](#)  
[Digital Rights](#)  
[Requirements](#)


List Price: \$24.00

**Print**  
☒ \$24.00 New Print

**Digital** [Digital Rights](#)  
☐ \$21.99 Perpetual Offline Access

**Marketplace Sellers**  
☐ From \$8.46 [View Sellers](#)  
☐ No Thanks

Add Selected to Cart



REQUIRED

Religion in America: the Basics 2017

Author: Pasquiere, Michael  
ISBN-13: 978-1-138-80557-6  
ISBN-10: 1-138-80557-2  
Edition/Copyright: 2017  
Publisher: Routledge N. Y.

[Author Bio](#)  
[Summary](#)

List Price: \$30.00

**Print**  
☒ \$22.50 Used Print  
☐ \$30.00 New Print

**Digital** [Digital Rights](#)  
☐ \$11.18 90-Day eRental

Step 8)

Navigate to the next class that you selected in the previous screen.

**Note:** You can collapse and expand classes in view after you've added all the books to your cart by clicking on **Hide** or **Show**.

**Note:** Books that are **Guaranteed Buyback!** Have a high resale value

Course 1 of 2: Fall 2020 • CBS Online • HIST 2324 OLE1A HISTORY OF CHRISTIANITY • 07/06/2020 - 08/22/2020

Show

Course 2 of 2: Fall 2020 • CBS Online • BIBL 1311 OLE1A PENTATEUCH • 09/07/2020 - 10/24/2020

Hide



Guaranteed Buyback!

Sell this book back to us and get at least \$8.95 guaranteed!

REQUIRED

Bible Knowledge Commentary Old Testament: Exposition of the Scriptures 1983

Author: Walvoord, John F. / Zuck, Roy B. / Bible  
ISBN-13: 978-0-88207-813-7  
ISBN-10: 0-88207-813-5  
Edition/Copyright: 1983  
Publisher: David C. Cook

[Author Bio](#)  
[Summary](#)

List Price: \$49.99

**Print**  
☒ \$49.99 New Print [\\$41.04 After Buyback](#)

**Rental**  
☐ \$32.49 New Print Rental  
Return by 10/31/2020

**Marketplace Sellers**  
☐ From \$11.23 [View Sellers](#)  
☐ No Thanks

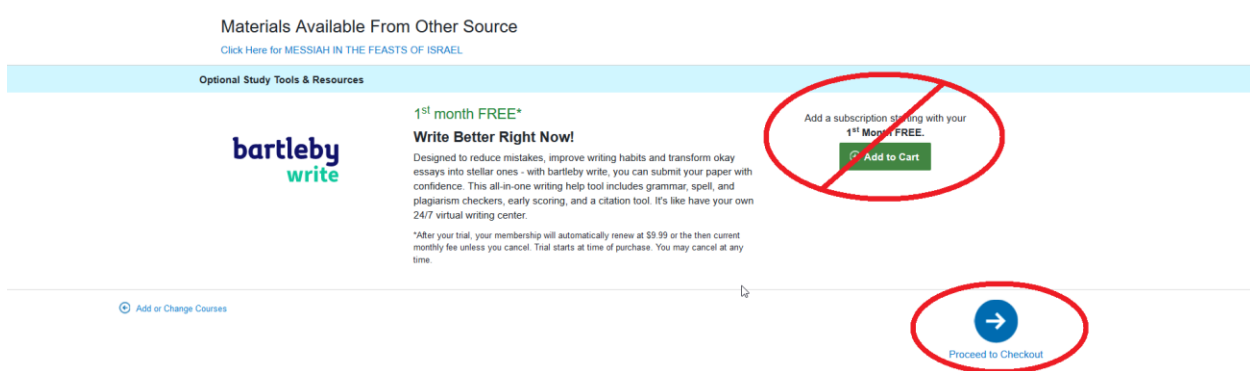
Add Selected to Cart

Page 4 of 8

## How to Order Textbooks using a Debit/Credit Card

Step 9) Once you've selected all the textbooks you'd like to purchase **and added them to your Cart**, you can scroll to the bottom of the page and select **Proceed to Checkout**.

**Note:** The Bartleby Write subscription is an optional purchase, so you do not have to select this before checking out.



Again, the Bartleby Write subscription is optional, so if you would not like this option, select **No thanks, take me to my cart.**



## How to Order Textbooks using a Debit/Credit Card

Step 10) Verify that you have all of the textbooks that you are trying to order at this time, and when you are ready, click **Check out now**.

**Note:** If you are using a **Book Voucher**, please use the Book Voucher process outlined in the other How-To form (Found here: <http://learn.cbshouston.edu/>).

COLLEGE of BIBLICAL STUDIES

OUR GIFT TO YOU - FLAT RATE SHIPPING

Log In to Your Account

Menu Voucher Cart (3)

### Your Cart

Great - we're ready to wrap up your order. Just review your cart and head to checkout.

3 BNC Virtual Items in your cart

ITEM	FORMAT	QTY	TOTAL
Bible Knowledge Commentary Old Testament: Exposition of the Scriptures 1983 by Walvoord, John F. / Zuck, Roy B. / Bible ISBN: 978-0-88207-813-7 Edition/Copyright: 1983 Guaranteed Buyback: \$8.95 Fall 2020 • CBS Online • BIBL 1311 OLE1A PENTATEUCH • 09/07/2020 - 10/24/2020 • REQUIRED	New	1	\$49.99
Atlas of Christian History 2016 by Dowley, Tim ISBN: 978-1-4514-9970-4 Edition/Copyright: 2016 Fall 2020 • CBS Online • HIST 2324 OLE1A HISTORY OF CHRISTIANITY • 07/06/2020 - 08/22/2020 • REQUIRED	New	1	\$24.00
Religion in America: the Basics 2017 by Pasquier, Michael ISBN: 978-1-138-80557-6 Edition/Copyright: 2017	Used	1	\$22.50

**Check out now**

Your Order

3 BNC Virtual items	\$96.49
Shipping	TBD
Tax	TBD
<b>Total</b>	<b>\$96.49</b>

Shipping and tax, if applicable, will be calculated in checkout. Access code products will be emailed to you.

**Check out now**

OR

Step 11) If this is your first time to order textbooks from MBS, please use the **New Customers** option on the right to **Create Your Account**. Otherwise, use the **Existing Customers** login on the left. If you've forgotten your password, click **Forgot Password?**.

Log In to Your Account

Menu Voucher Cart (3)

### Welcome to your online bookstore!

We have all the course materials you need for your classes this term. Using your voucher is a snap, too. Let's get you logged in.

Do you want to use your voucher? [Use It Here](#)

#### Existing Customers

Great to see you again. Log in below.

Fields with an asterisk (\*) are required.

Email Address\*

Password\* [Forgot Password?](#)

☐ Remember your email address.

**Log in Now**

#### New Customers

It's easy to create an account. Let's get started.

Fields with an asterisk (\*) are required.

First Name\* Last Name\*

Email Address\*

Password\* (8-15 characters, letters and numbers only)

Confirm Password\*

☐ I have read and accept the [Privacy Policy & Terms of Service](#).

**Create Your Account**

## How to Order Textbooks using a Debit/Credit Card

Step 12) Complete any Terms of Use Agreement (if applicable) by checking the box that says **I have read and accept the Privacy Policy & Terms of Service** (point A) below). Then click on **Submit** or **Decline** button to the right (point B) below), depending on your choice.

**Note:** If you do not accept the terms, you will not be able to complete your transaction.

Do you want to use your voucher? [Use It Here](#)

Effective January 9, 2020, MBS Direct, LLC (MBS) has changed its Privacy Policy and/or Terms of Service. Please carefully read the documents and indicate below whether you agree or do not agree to the revised Privacy Policy and/or Terms of Service.

### TERMS OF USE

Effective Date and Last Updated: January 9, 2020

Welcome to the U.S. e-commerce shops, digital platforms, websites, applications ("apps"), widgets, blogs, or other online offerings owned or operated by subsidiaries of Barnes & Noble Education, Inc., including Barnes & Noble College Booksellers, LLC; MBS Textbook Exchange, LLC; Student Brands, LLC; or any of their affiliates or subsidiary companies (collectively, "BNED"), including but not limited to bnecollege.com; bartleby.com; mbsbooks.com; studymode.com; cram.com; paperrater.com, and all other online offerings (collectively, the "Services") that post links to these Terms of Use. The Services include the online bookstores operated by BNED on behalf higher education and primary education institutions, as well as other online offerings.

You may not continue to use your account unless you accept the Privacy Policy and Terms of Service. Please contact us at (800) 325-3252 or [vb@bncservices.com](mailto:vb@bncservices.com) with any questions or concerns.

☒ I have read and accept the Privacy Policy & Terms of Service.

[Decline](#) [Continue](#)

Step 13) Review information on the **Checkout** page, especially any differences between **Your Shipping Address** (the address where your books will be mailed) and **Your Billing Address** (the address associated with your debit/credit). Then select **Choose Your Shipping Method**.

Step 14) Check the radio button in the **Your Shipping Method** section, making note of how much time you have before the start of your classes. Also note that the amount next to **Shipping** on the right under **Your Order** automatically updates based on the shipping method chosen. Finally, click **Select Payment Option** when ready.

### Checkout

1. Shipping & Billing Address | 2. Shipping Method | 3. Payment Options | 4. Review & Submit Your Order

#### Your Shipping Method

All items will be shipped to this address: [Edit Shipping Address](#)  
511 PLANTAIN LN, RICHMOND, TX 77469

Select your shipping option below.

3 BNC Virtual Print Items: [view details](#)

Shipping Method	Price	Est. Arrival
<input checked="" type="radio"/> UPS Ground	\$4.95	Est. Arrival: Thu, Aug 6, 2020
<input type="radio"/> UPS 2nd Day Air	\$57.08	Est. Arrival: Wed, Aug 5, 2020
<input type="radio"/> UPS Next Day Air	\$126.06	Est. Arrival: Tue, Aug 4, 2020
<input type="radio"/> UPS SurePost	\$17.35	Est. Arrival: Mon, Aug 10, 2020
<input type="radio"/> Priority Mail	\$20.95	Est. Arrival: not available

\*\* Arrival dates are estimations based on UPS delivery zones. Deliveries may be made earlier or later than date listed

#### Your Order

[View Cart](#)

Shipping	\$4.95
BNC Virtual Subtotal	\$101.44
Order Total	\$101.44
Total	\$101.44

Tax, if applicable, will be calculated on the next page.

**Get \$8.95** at the end of the term with **Guaranteed Buyback!**  
Just return your books in good condition by 11/07/2020

[Select Payment Option](#)

## How to Order Textbooks using a Debit/Credit Card

Step 15)

If this is the first time you have used MBS, select radio button next to **Enter a New Credit Card**. (The system will treat credit and debit cards the same way, so you may use either.) Enter each field under payment information and then click **Review Your Order**.

**Checkout**

1. Shipping & Billing Address    2. Shipping Method    3. Payment Options    4. Review & Submit Your Order

☐ Use Credit Card on File  
☒ **Enter a New Credit Card**

Cardholder Name\*  
Cardholder Name

Card Number\*  
XXXX XXXX XXXX

Expiration Date\*  
MM / YY

Security Code\*  
XXX

☒ Save this card. (Security code will not be saved)

Card types accepted: Visa, MasterCard, American Express, Diner's Club International, Discover, China UnionPay, JCB.

Billing Address:  
BRYCE HANTLA, 511 PLANTAIN LN, RICHMOND, TX 77469-6235, US, 6019530770  
[Edit Billing Address](#)

Billing address must match address on your credit card/bank account.

[Review Your Order](#)

You're saving \$7.50 today!

**Your Order** [View Cart](#)

3 BNC Virtual Items	\$96.49
Shipping	\$4.95
Tax	\$6.34
<b>BNC Virtual Subtotal</b>	<b>\$107.78</b>
Order Total	\$107.78
<b>Total</b>	<b>\$107.78</b>

**Get \$8.95**  
at the end of the term with  
Guaranteed Buyback!

Just return your books in good condition  
by 11/07/2020

[Buyback terms and conditions apply](#)

Step 16)

You may have to select the checkbox next to **I have read and accept the Terms**. To submit order and charge your debit/credit card for the payment amount listed on this page, click **Submit Your Order**.

**Checkout**

1. Shipping & Billing Address    2. Shipping Method    3. Payment Options    4. Review & Submit Your Order

**Review & Submit Your Order**

☒ I have read and accept the: [Privacy Policy & Terms of Service](#) • [Shipping Terms & Conditions](#)

Payment Method: 2

PAYMENT TYPE  
CARD NUMBER  
EXPIRATION DATE  
[Edit Payment Method](#)

All items will be shipped to:

[Edit Shipping Address](#)

Billing Address:

[Edit Billing Address](#)

[Submit Your Order](#)

You're saving \$7.50 today!

**Your Order** [View Cart](#)

3 BNC Virtual Items	\$96.49
Shipping	\$4.95
Tax	\$6.34
<b>BNC Virtual Subtotal</b>	<b>\$107.78</b>
Order Total	\$107.78
<b>Total</b>	<b>\$107.78</b>

Once you click the Submit Your Order button, your order will be immediately processed and cannot be changed or canceled. Your order confirmation will appear on the next page.

[Submit Your Order](#)