



Book Voucher Policy

Financial Aid Students in Need of Books?

In accordance with Federal Regulations, students with eligible financial aid can receive an advance of the anticipated refund to accommodate their needs for books and necessary supplies. This is done through a Book Voucher process and is redeemable **only** at the SCCC Bookstore.

Do you qualify?

First, check your account via *My.Sussex.Portal* to determine if excess aid is available (a negative balance). If so, you will qualify for a maximum of \$800 at the start of book sales through the 10th day of the semester. Books may be purchased with financial aid by showing your SCCC photo Student ID card **no voucher form** is required. After the 10th day of the semester books may be purchased with your refund (pass through).

File Completion

Financial Aid files must be complete. That means all verification documents, as well as loan documents, must be received and reviewed by the financial aid staff in order to be eligible for a book voucher. Check *My.Sussex.Portal* to ensure that all documents required to complete your financial aid files are received.

Laptops

Laptop computers are limited to one laptop per semester and can only be purchased after the 10th day of the semester. A separate Laptop Voucher form is required.

What if I don't use my entire voucher?

Any remaining financial aid or unused voucher amounts will be credited directly back to your account and returned to the student once their financial aid is transmitted. Should you have any questions, please feel free to contact the Business Office @ 973-300-2106 or bursar@sussex.edu.

