



College of Staten Island  
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## CSI BOOK VOUCHER

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### *Am I eligible for a Book Voucher?*

You are eligible for a book voucher if:

- \* you have valid FAFSA data on file (corrected and/or verified as necessary) by August 17<sup>th</sup> for Fall/January 18<sup>th</sup> for Spring
- \* you are matriculated, have between \$25.00 and \$380.00 of your PELL Grant available for a Book Voucher AND your Fall/Spring bill has been paid in full and CONFIRMED on or before August 17<sup>th</sup> for Fall/January 18<sup>th</sup> for Spring.

### *Will there be a PELL Grant Book Check in addition to a PELL Grant Book Voucher?*

No - The College has elected to move to the Book Voucher system because more students will benefit, so there will not be any Book Checks issued.

### *How does the College determine if my PELL Grant is large enough for a Book Voucher?*

The College adds your tuition and fees to determine the amount you owe for the semester. Next, it subtracts your TAP/APTS award, if there is one, and your PELL Grant from your bill. If the remaining PELL Grant is between \$25.00 and \$380.00, a book voucher will be issued to you.

### *How will I find out if I'm eligible for a Book Voucher?*

The Student Financial Aid Office will mail you a letter to inform you that you are eligible and this letter will tell you the amount of the Book Voucher.

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***When can I purchase books with my voucher and may I buy other supplies?***

Once you receive your notice that you are eligible for a Book Voucher, you may go to the CSI Bookstore and purchase books and college supplies, such as notebooks, pens, etc. up to the amount of the voucher.

***How will the Bookstore know that I have a Book Voucher?***

The Student Financial Aid Office will provide the CSI Bookstore with the data they need to allow you to purchase books and college supplies with your Book Voucher. You will be asked for your valid College I.D. card and your social security number. Your social security number will be entered into the Bookstore cash register and your Book Voucher information will be electronically accessed to pay for your purchases up to the amount of the Book Voucher.

***May I purchase books and supplies with my Book Voucher on different days or am I limited to one use only?***

You may use the Book Voucher more than once before it expires at the close of business on the date indicated in the voucher notice, as long as you don't spend more than the Book Voucher is worth.

***What happens to the Book Voucher "unused" money?***

Any unused Book Voucher money will be cancelled after the voucher period expires. This unused money will be reflected in your PELL Grant payment which will be Direct Deposited into your bank account or mailed to you later in the semester.

***Should I keep my receipts from the Bookstore?***

Yes - you will need your receipts if you have to make a return to the Bookstore. Familiarize yourself with the Bookstore Return Policy.