

Dear EOPS Student,

EOPS financial assistance <u>may be</u> available to EOPS students who in addition to meeting all EOPS program eligibility requirements are financially <u>eligible</u> to receive these services. The determination is based on individual student's financial aid award and the <u>remaining financial need</u> as determined by the Financial Aid Office. Students must have completed all financial aid forms and requirements and have received their Financial Aid Award Notification for remaining need to be determined. All EOPS awards are contingent upon EOPS Program funding availability.

Your book voucher information for summer 2010 will be available on Friday, June 18, 2010 after 10:00 pm. Below you will find step-by-step instructions on obtaining and using your summer 2010 book voucher.

# How can I get and use my electronic book voucher?

Follow steps 1-4 below:

1. Login to MyGCC using your student ID and six digit PIN number.



2. Click on "my EOPS/CARE" from the main Menu as seen in the picture below.

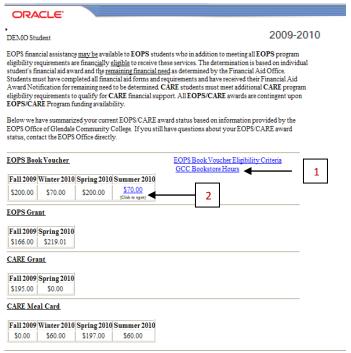


3. The picture below is a sample of "my EOPS/CARE" page. Your "my EOPS/CARE" page will display the following sections: EOPS Book Voucher, EOPS Grant, CARE Grant (if CARE student), and CARE Meal Card (if CARE student). The amount of your book voucher is underlined in the Summer 2010 box under section titled EOPS Book Voucher, as shown in the sample picture below. For your convenience, we have included the following links: EOPS Book Voucher page and GCC bookstore hours page from our website (see 1 in the sample picture below).

If you are eligible for summer 2010 book voucher, you can download your printable book voucher by clicking on the hyper-linked dollar amount found in the column titled **Summer 2010** in the EOPS Book Voucher section of the page (see 2 in the sample picture below).



## Personalized "my EOPS/CARE" page



#### What if I am not eligible for summer 2010 book voucher?

If you are not eligible for summer 2010 book voucher, you will see \$0.00 listed for the award amount.

**4.** EOPS book voucher may be used to purchase only those books that are required for registered courses. You need to present a printout of your registration slip to the bookstore cashier at the time of purchase.

# How do I get my registration slip?

Follow steps a) and b) below:

- a) From the main Menu click on the Student Center.
- **b)** From the **Academics** option click on **My Schedule**. The screen will display your summer 2010 registered courses, as seen in the picture below.



## What does my book voucher look like?

On the next page there is a sample of EOPS summer 2010 book voucher. If you like to print yours now, follow **Steps 1-4 above to download and print your personalized book voucher**. It should have the current date, your name, your student ID #, a specific dollar amount allocated for your summer 2010 book voucher, and a list of required documents you need to present to the bookstore cashier at the time of purchase.



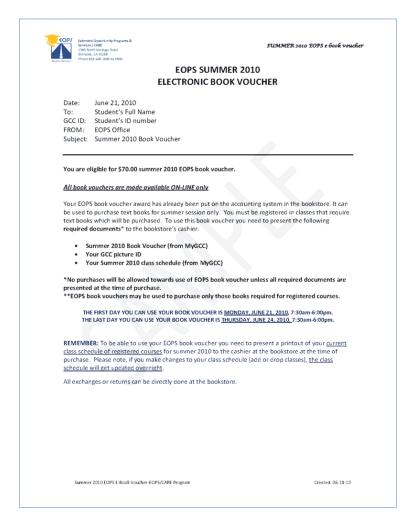
#### **IMPORTANT:**

- You may purchase your books in several trips to the bookstore as long as you have not exhausted the \$70.00 in your account. All book purchases must be completed by the closing of the bookstore on June 24, 2010.
  Make sure to check the book store hours, available on GCC Book Store website.
- EOPS book voucher may be used to purchase only those books that are required for registered courses. To be able to use EOPS book voucher you need to present a printout of your most recent registration slip to the cashier at the bookstore. If you make changes to your class schedule (add or drop classes), make sure to get a printout of your updated registration slip to be presented to the bookstore cashier.
- No purchases will be allowed towards use of the summer 2010 EOPS book voucher unless all required documents are presented at the time of purchase.
- Book purchases using EOPS summer 2010 book voucher can be made only during the following dates:

# **Summer 2010**

THE FIRST DAY YOU CAN USE YOUR BOOK VOUCHER IS MONDAY, JUNE 21, 2010, 7:30am-6:00pm. THE LAST DAY YOU CAN USE YOUR BOOK VOUCHER IS THURSDAY, JUNE 24, 2010, 7:30am-6:00pm. All exchanges or returns are done at the bookstore.

**EOPS Book Voucher (Sample)** 



**DISCLAIMER:** EOPS reserves the right to change the policy and procedures affecting book voucher eligibility and distribution as needed. Efforts will be made to inform the affected party in advance.