



Title: Book Advance Policy
Effective Date: July 1, 2025
Issuing Authority: Senior Vice President for Finance and Administration
Policy Contact: University Bursar
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Purpose

Mercer University provides students with the ability to obtain books and supplies to enable them to succeed academically. A book advance is generated from the student's expected Federal financial aid and will be deducted from the first disbursement of term. This purpose of this policy is to establish guidelines for the student book advance.

Scope

This policy applies to all Mercer University students who seek book advances.

Exclusions

None

Policy Statement

To be eligible for a book advance, students must meet the following criteria:

- Enough accepted Federal aid to generate a credit (refund) in excess of tuition and fees, housing, and meals.
- All financial aid documentation must be completed and disbursed, no later than ten (10) days before the start of the term. Please contact the Office of Financial Planning with any questions regarding your financial aid.
- Students must be enrolled at least half-time in a Mercer University credit program.
- The amount of advance cannot exceed the amount of the credit, up to a maximum of \$600.00 per term. If additional funds are required, supporting documentation is necessary for the purchase of books and required supplies/equipment.
- Undergraduate students must opt out of the Bear Book Bundle.

Advances are issued by check, direct deposit, or transferred to your Bear Card.

Important: Students who lose Title IV eligibility or withdraw from some or all classes, and/or do not attend classes, will be responsible to repay the book advance funds.

Students may request a book advance in the MyMercer student portal.

Additional Resources

Bear Book Bundle Policy: policies.mercer.edu/bear-book-bundle/

Website Address

Office of the Bursar: <https://bursar.mercer.edu/>