Dear Parent,

When you order through the Parent Portal you will receive a **10% discount off the retail price using the code PPP10** and free shipping, in addition to having the correct and most current textbooks every year for your children.

How to Order through the Parent Portal

**Overview:** You will click on links that lead to pre-filled carts. You can change quantities and delete anything you don’t need (i.e., if you already have an item). You can click on another link for another student to add those items to your cart. On your first use of the portal, you will create a new account. When all lists for all students have been added, you can add the discount code and check out!

**Step 1:**Locate the list of links provided by your school below. Click on the one that applies to your student (if you have several students, choose the first one).

**Step 2:**Check/modify the cart.The link will open a prefilled cart for that particular grade or group of students. Since this is a prefilled cart, you don’t need to add anything,but you may need to change quantities or delete an item that you already own.

* If your student is on a nonstandard path (for example, is ahead or behind their grade in a certain subject), check to see whether a customized link has been provided. If not, check to see which courses might need to be selected from a different grade.

**Step 3:**If you have additional students, click on each applicable link to add more items to your cart.

**Step 4:**Enter promo code **PPP10** to receive your 10% discount.

**Step 5:**When you are prepared to check out for the first time, you will need to sign up for a new account.

**Step 6:**To log back into your account, go to [**https://portal.bjupress.com/**](https://portal.bjupress.com/) If you have purchased VitalSource eTextbooks, you will be able to log into this portal to access and distribute those eTextbooks to your students.

(CONTINUE TO NEXT PAGE FOR LINKS TO CARTS.)

**TK – Click**[**Here**](https://portal.bjupress.com/?cart=5637429770:1,5637429772:1&organization=79244413)

**Kinder - Click**[**Here**](https://portal.bjupress.com/?cart=5637429134:1,5637429133:1,5637429138:1,5637429131:1&organization=79244413)

**1st – Click**[**Here**](https://portal.bjupress.com/?cart=5637430396:1,5637429318:1,5637430761:1,5637429762:1,5637429765:1,5637430782:1,5637430785:1,5637430893:1,5637430894:1,5637440882:1,5637431165:1,5637430903:1,5637430904:1&organization=79244413)

**2nd – Click**[**Here**](https://portal.bjupress.com/?cart=5637430396:1,5637429318:1,5637430761:1,5637429762:1,5637429765:1,5637431311:1,5637431316:1,5637429032:1,5637429045:1,5637431677:1,5637431679:1,5637423945:1,5637440882:1&organization=79244413)

**3rd-4th – Click**[**Here**](https://portal.bjupress.com/?cart=5637430464:1,5637430466:1,5637430468:1,5637430868:1,5637430869:1,5637430871:1,5637429649:1,5637429652:1,5637430207:1,5637430209:1,5637429741:1,5637430271:1,5637429119:1,5637429221:1,5637423567:1&organization=79244413)

**5th – Click**[**Here**](https://portal.bjupress.com/?cart=5637431153:1,5637431154:1,5637431156:1,5637430932:1,5637429005:1,5637429006:1,5637429871:1,5637429872:1,5637429874:1,5637430764:1,5637430765:1,5637429742:1,5637429504:1,5637429505:1,5637429508:1,5637423614:1&organization=79244413)

**6th-7th– Click**[**Here**](https://portal.bjupress.com/?cart=5637429510:1,5637429514:1,5637430439:1,5637430443:1,5637430158:1,5637430162:1,5637429847:1,5637429848:1,5637429957:1,5637429959:1&organization=79244413)

**9th – Click**[**Here**](https://portal.bjupress.com/?cart=5637429643:1,5637429647:1,5637429860:1,5637429864:1,5637431003:1,5637431006:1,5637430882:1,5637430883:1,5637429740:1,5637423734:1,5637429001:1,5637429024:1&organization=79244413)

**10th – Click**[**Here**](https://portal.bjupress.com?cart=5637430882:1,5637430883:1,5637429740:1,5637423734:1,5637429001:1,5637429024:1,5637429643:1,5637429647:1,5637429860:1,5637429864:1,5637431003:1,5637431006:1&organization=79244413)

**11th – Click**[**Here**](https://portal.bjupress.com/?cart=5637430921:1,5637430924:1,5637430971:1,5637424000:1,5637430169:1,5637423811:1&organization=79244413)

**12th – Click**[**Here**](https://portal.bjupress.com/?cart=5637429538:1,5637429706:1,5637429744:1,5637429012:1,5637430169:1,5637423811:1,5637430971:1,5637424000:1&organization=79244413)

\*\*\*\* Important note: for Elementary bible you will need to go to ACSI.org/bible to order your textbook. The item numbers for each grade are as follows:

Kinder- #1030K1

1st&2nd -#103011

3rd&4th- #103041

5th #103051

\*\*\*\* Grades 6th-12th will need an NLT Bible

\*\*\*\* Students that have Physical Science, Art and Computer classes will need additional material throughout the school year.

Computer Class/Media- Students will need either a laptop or a tablet, cell phones WILL NOT be allowed to be used.

Physical Science- Students (grades 9-11) will be doing several labs throughout the year and will need to obtain the necessary materials. Students will be informed of the materials needed to be purchased 1 week prior to the experiment, most of which are relatively inexpensive \*\*\* Important note (The 11th graders have already taken Physical Science but will participate in the class only on lab day experiments so they can get the necessary credit on their transcripts.

Art- The Art teacher will inform students of the items they will need in the first week of school and throughout the year.

If you have any trouble ordering your books or have any questions, we would be happy to assist in any way possible.

Blessings,

Mr. Brad Stott

Colton Christian School

909 825-8901

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