

## NWHSU Online Book Ordering Guide

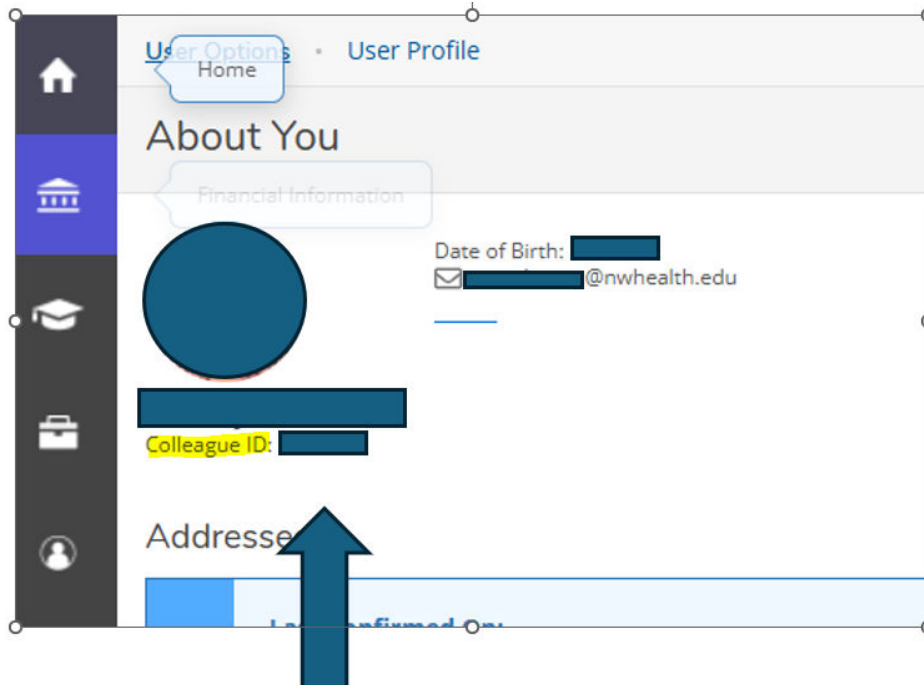
Please follow the steps below to assist you in purchasing academic course books through our Barnes and Noble College Online Bookstore partnership.

### Tools:

- NWHSU [Colleague Self-Service](#)
- Northwestern Health Sciences University Barnes & Noble College Bookstore - <https://bncvirtual.com/nwhealth>
- Barnes & Noble College Help [https://bncvirtual.com/vb\\_shib\\_nwhealth.php](https://bncvirtual.com/vb_shib_nwhealth.php)


### 1. Step 1: Identify your Northwestern Health Sciences University Student ID

- a. Login to [Colleague Self Service](#), and navigate to your user profile/about you section and identify your Colleague/Student ID, which is the same as your student ID. You may also identify your student ID on the back of your NWHSU student ID badge. Please note, your student ID should begin with two zeros. **Example 0012345 (must be 7 digits)**




### 2. Step 2: Identify your academic Course ID and Course Title

- a. In [Colleague Self Service](#), navigate to the “Student Planning” section, and select the “Go to Plan and Schedule” link in the Plan your Degree & Register for Classes section



## Student Planning

Here you can search for courses, plan your terms, and schedule & register your course sections.

NORTHWESTERN  HEALTH SCIENCES UNIVERSITY
Sign out Help 1

Academics **Student Planning** Planning Overview

### Steps to Getting Started

There are many options to help you plan your courses and earn your degree. Here are 2 steps to get you started:

**1** View Your Progress

Start by going to My Progress to see your academic progress in your degree and search for courses.

[Go to My Progress](#)

**2** Plan your Degree & Register for Classes

Next, take a look at your plan to see what you've accomplished and register your remaining classes toward your degree.

[Go to Plan & Schedule](#)

| Programs                                    | Cumulative GPA         | Progress   |
|---|------------------------|--|
| MHS in Functional and Integrative Nutrition | 4.000 (2,000 required) | <div style="width: 100%; height: 10px; background-color: #ccc;"></div> |

- b.** Choose the correct term to view the courses you are registered for. This will provide the information needed to identify the course, which you will use to determine the required materials for each course when you navigate to the online bookstore.

Academics Student Planning Plan & Schedule

### Plan your Degree and Schedule your courses

Schedule Timeline Advising Petitions & Waivers

<
>
Summer 2025
+

Filter Sections
 Save to iCal
 Print

**BIOL-2300-O: Nutritional Biochem & Found**

✓ **Registered, but not started**

Credits: 3 Credits  
Grading: Graded  
Instructor: Sweeney, K  
5/27/2025 to 8/15/2025

✓ Meeting Information

Drop

✓ View other sections

- a.** Identify the classes you are taking and make note of the Course ID and Course Title

**i. Course #1:**

1. **Course ID:** BIOL 2300-O
2. **Course Title:** Nutritional Biochem & Found

- b.** You may also identify your course information by navigating to the Timeline tab. Review the courses you are registered to take in your upcoming term to determine the course information.

Plan your Degree and Schedule your courses

Schedule **Timeline** Advising Petitions & Waivers

**Add a Term** Remove Planned Courses

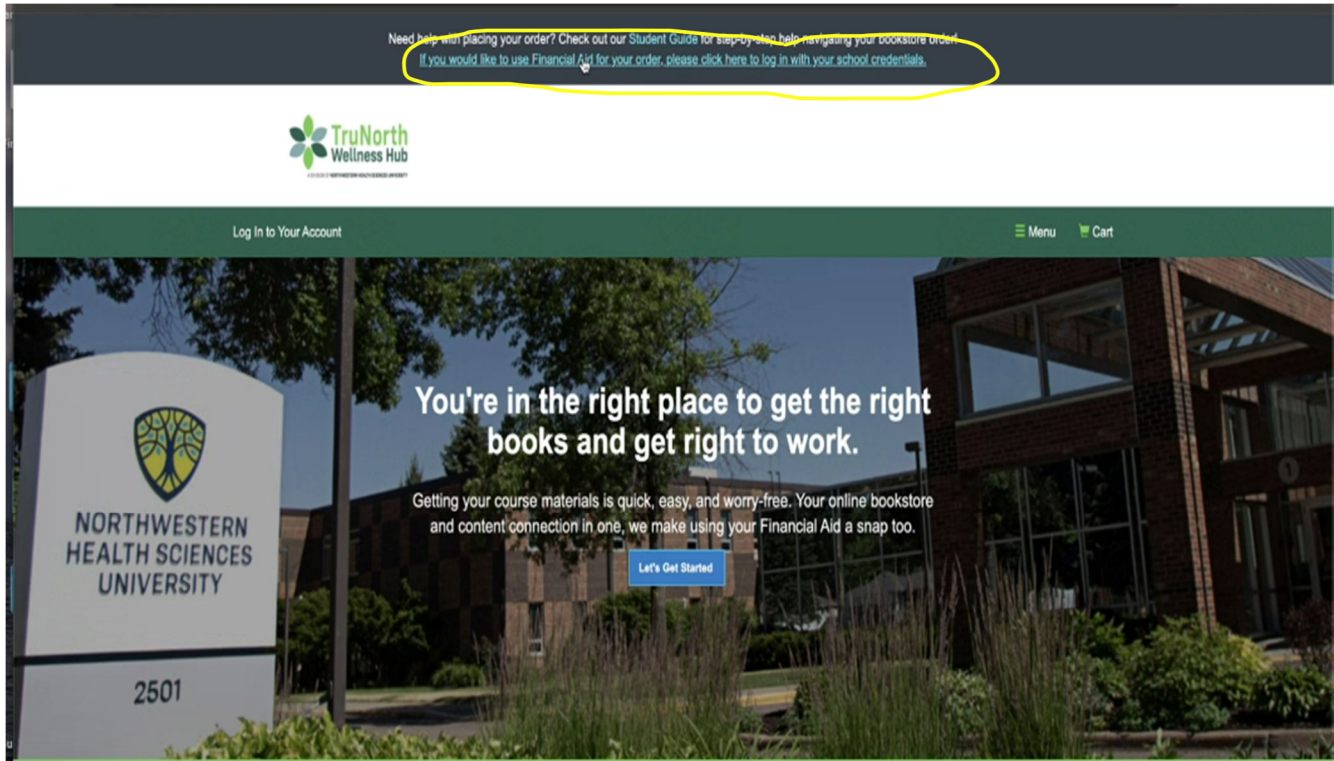
| Winter 2025   | Summer 2025  | Fall 2025  |
|---|--|--|
| <p>INCR-6111-OA: Fndmntls of Behavioral Science<br/>Credits: 3 Credits A</p> <p>INCR-6114-OB: Health &amp; Wellness Standards<br/>Credits: 3 Credits X</p> <p>INCR-6114-OB2: Health &amp; Wellness Standards<br/>Credits: 3 Credits ✓</p> | <p>BIOL-2300-O: Nutritional Biochem &amp; Found<br/>Credits: 3 Credits ✓</p> | <p>NUTR-6100: Founds of Funct &amp; Inte Nutr<br/>Credits: 3 Credits X</p> |
| <p>GPA: 4.000 6 Enrolled Credits, 3 Planned Credits</p>   | <p>3 Enrolled Credits</p>  | <p>3 Planned Credits</p>   |

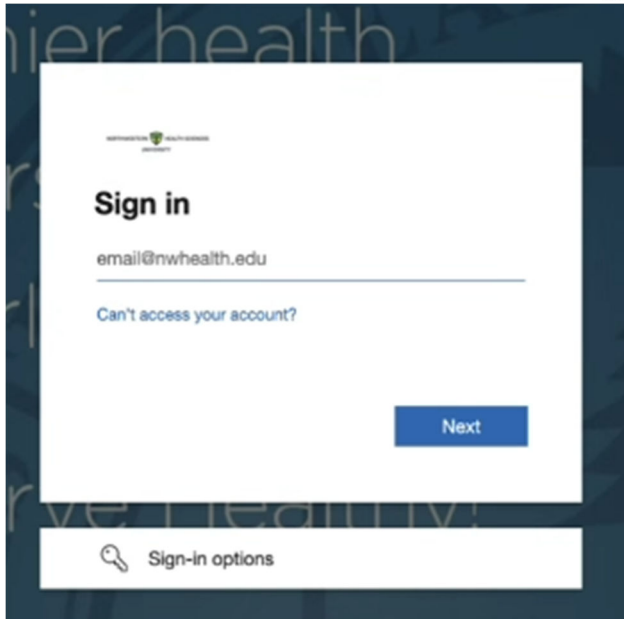
- 3. Step 3:** Navigate to the Northwestern Health Sciences University Barnes & Noble College Bookstore - <https://bncvirtual.com/nwhealth> (\*NOTE- if you used the voucher method when ordering in the summer, this method is no longer needed with Single sign on implementation)

- a.** Click on the Blue link at the top that says "If you would like to use Financial Aid for your order, please click here to log in with your school credentials."
- b.** If you intend to use your Financial Aid to purchase your books, you should check your financial aid available for course materials. To be eligible, you must have accepted a financial aid award for the trimester that is equal to or greater than the amount of the book voucher you were issued. Please note that tuition and fees may not have been

billed at the time you use your financial aid. Once those charges are applied to your account, you may receive a bill if your financial aid does not fully cover both the tuition and fees and the amount used for your books.

- i. Sign in with your @nwhealth.edu
- ii. Your password should be your Single Sign on Password
- iii. Enter your Authentication Code
- iv. Then say “yes”





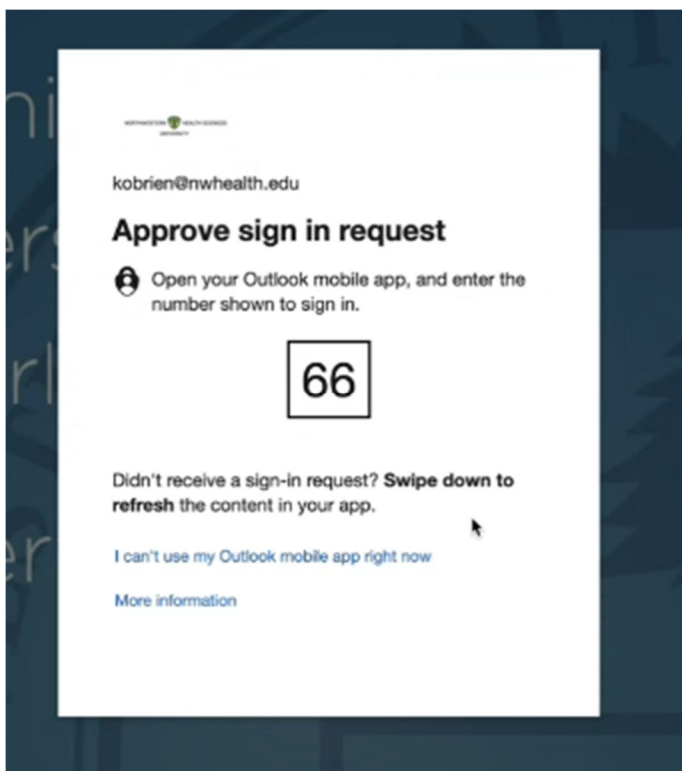
Sign in

email@nwhealth.edu

[Can't access your account?](#)


Next

Sign-in options



kobrien@nwhealth.edu

**Approve sign in request**

 Open your Outlook mobile app, and enter the number shown to sign in.

66

Didn't receive a sign-in request? **Swipe down to refresh** the content in your app.



[I can't use my Outlook mobile app right now](#)

[More information](#)

Step 4: On the BNC Virtual site, navigate to the home screen and select the “Let’s get started” button.

- c. Select your term and input a course ID. You must add each course individually. Make certain you have the correct term chosen.



Log In to Your Account
Menu 
Cart 

## Getting Started

We've made it really easy to get your course materials. Let's get started.

v

Summer 2025

Starts between: 05/08/2025 - 05/20/2025

>

Northwestern Health Sciences Uni

Q

x

v

Your Term

v

Your Term

+

Add Another Course

>

Site

>

Site

+

Add Another Course

Q

x

Q

x

+

Add Another Course

→

View Your Materials

[Show All Courses](#)

## Getting Started

We've made it really easy to get your course materials. Let's get started.

>

Summer 2025

Starts between: 05/07/2025 - 07/26/2025

>

Northwestern Health Sciences Uni

Q

x

Course start: 05/27/2025 - 08/15/2025

>

Summer 2025

Starts between: 05/07/2025 - 07/26/2025

>

Northwestern Health Sciences Uni

Q

x

v

Your Term

v

Your Term

+

Add Another Course

>

Site

>

Site

+

Add Another Course

Q

x

Q

x

+

Add Another Course

→

View Your Materials


- d. Select the course and then hit “View Your Materials”

6



- e. Make your selection (which book option is available to you) and add your selected item to the cart

Course 2 of 2: Fall 2025 • Northwestern Health Sciences Uni • PRS 8200 A Doctoral Seminar 2 • 09/03/2025 - 10/21/2025 Hide



**REQUIRED**

### Common Laboratory Tests Used by TCM Practitioners 2014

Author: Banerjee, Partha  
ISBN-13: 978-1-84819-205-8  
ISBN-10: 1-84819-205-3  
Edition/Copyright: 2014  
Publisher: Jessica Kingsley Publishers

Item was added to your cart.

**Print**  
**\$24.00** New Print

**Added to Cart**  
[Remove](#) | [Add More](#)

[Summary](#)  
[Digital Rights](#)  
[Requirements](#)

[Add or Change Courses](#)


[Proceed to Checkout](#)

## Your Cart

Great - we're ready to wrap up your order. Just review your cart and head to checkout.

1 BNC item in your cart [Add More Items](#)

Common Laboratory Tests Used by TCM Practitioners was removed from your cart

| ITEM   | FORMAT | QTY | TOTAL   |
|--|--------|-----|---------|
| <br><b>Common Laboratory Tests Used by TCM Practitioners 2014</b><br>by: Banerjee, Partha<br>ISBN: 978-1-84819-205-8<br>Edition/Copyright: 2014<br><br>Fall 2025 • Northwestern Health Sciences Uni • PRS 8200 A Doctoral Seminar 2 • 09/03/2025 - 10/21/2025 • <b>REQUIRED</b> | New    | 1   | \$24.00 |


**Your Order**

|              |                |
|--------------|----------------|
| 1 BNC Item   | \$24.00        |
| Shipping     | TBD            |
| Tax          | TBD            |
| <b>Total</b> | <b>\$24.00</b> |

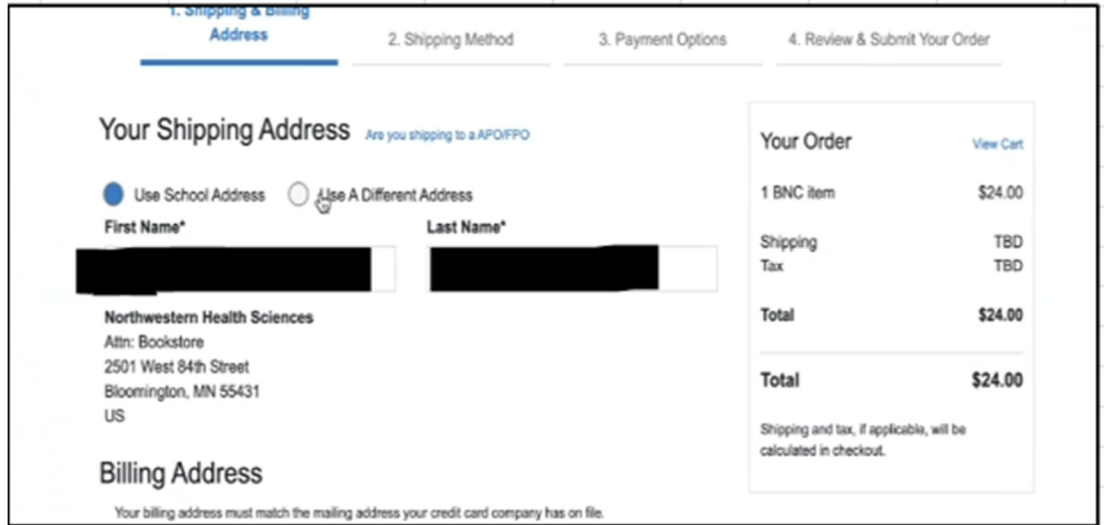
Shipping and tax, if applicable, will be calculated in checkout. Instructions for redeeming access code products will be emailed to you.

[Check out now](#)

OR

Check out with 

- f. When you are ready to check out, navigate to your cart and select “Check out now”
- g. Determine where your books will be shipped:
  - i. To have your books shipped directly to the school, select “Use School Address” (You will be notified by the TruNorth Wellness Hub staff - aka the bookstore - when your books are available for pickup).



- ii.
  - i. To have your books shipped directly to your home select “Use a Different Address”
  - iii. Input your billing address for your credit card payment
  - iv. **Note:** the “billing address” fields must match the credit card billing address
- h. Next, hit the “Choose Your Shipping Method” button at the bottom of the screen

 **Choose Your Shipping Method**

- i. Choose your Shipping Method and then hit the “Select Payment Option” button at the bottom.



Your billing address must match the mailing address your credit card company has on file.

Fields with an asterisk (\*) are required.

First Name\*

Last Name\*

Address 1\*

Address 2

Address 3

City\*

State\*

Zip/Postal\*

Country\*

Phone Number\* Example: XXX-XXX-XXXX

Work Phone Example: XXX-XXX-XXXX

Ext Example: XXXX

[→ Choose Your Shipping Method](#)

## Checkout

1. Shipping & Billing Address

2. Shipping Method

3. Payment Options

4. Review & Submit Your Order

### Your Shipping Method

All items will be shipped to this address:

[Edit Shipping Address](#)

Northwestern Health Sciences, Attn: Bookstore, 2501 West 84th Street, Bloomington, MN 55431

Select your shipping option below.

#### 1 BNC Print Item:

| ITEM  | ISBN              | PRICE   |
|---|-------------------|---------|
| Common Laboratory Tests Used by TCM Practitioners 2014, by Banerjee, Partha | 978-1-84819-205-8 | \$24.00 |

- ☐ UPS Ground **\$28.14** Est. Arrival: Wed, Aug 27, 2025
- ☐ UPS 2nd Day Air **\$46.27** Est. Arrival: Tue, Aug 26, 2025
- ☐ UPS Next Day Air **\$127.47** Est. Arrival: Mon, Aug 25, 2025
- ☒ UPS Mail Inn Exp(BPM) **\$6.77** Est. Arrival: 3 to 9 Business Days
- ☐ USPS Ground Advantage **\$14.50** Est. Arrival: Fri, Aug 29, 2025

\*\* We highly recommend ordering early for time-sensitive orders. Our carriers are experiencing extremely high shipping volumes that may result in longer transit times. Estimated delivery dates are generally accurate but not guaranteed. Arrival dates are estimations based on UPS delivery zones. We appreciate your understanding.

[→ Select Payment Option](#)

### Your Order

[View Cart](#)

|                     |                |
|---------------------|----------------|
| 1 BNC item          | \$24.00        |
| Shipping            | TBD            |
| Tax                 | TBD            |
| <b>BNC Subtotal</b> | <b>\$24.00</b> |

Order Total **\$24.00**

**Total** **\$24.00**

Tax, if applicable, will be calculated on the next page.





- j. In the Payment Options tab, choose your payment method (Credit Card, PayPal, or Financial Aid\*)
- i. Students must have an accepted financial aid award in Colleague Self-Service with the Northwestern Health Sciences University to select Financial Aid as a payment option. If you use this payment option, the amount will be charged to your student account. Once tuition and fees are billed at the start of the term, your total charges may exceed the financial aid you accepted. If this happens, you will be responsible for paying the remaining balance.

- ii. Review & Submit your Order once you have input your payment options

Hello, Janel
Your Account • Log Out
Menu Cart (1)

## Checkout

1. Shipping & Billing Address
2. Shipping Method
3. Payment Options
4. Review & Submit Your Order

☒    

☒ FINANCIAL AID

Use FINANCIAL AID STUDENT ID 0060058

Review Your Order

| Your Order          |                |
|---------------------|----------------|
| 1 BNC item          | \$24.00        |
| Shipping            | \$6.77         |
| Tax                 | \$0.00         |
| <b>BNC Subtotal</b> | <b>\$30.77</b> |
| <b>Order Total</b>  | <b>\$30.77</b> |
| <b>Total</b>        | <b>\$30.77</b> |

- iii. Check the “I have read and accept” the Privacy Policy & terms of Service and Shipping Terms & Conditions

### Review & Submit Your Order

☒ I have read and accept the: [Privacy Policy & Terms of Service](#) • [Shipping Terms & Conditions](#)

**Payment Method: 1**

|              |               |
|--------------|---------------|
| PAYMENT TYPE | Financial Aid |
|--------------|---------------|

**Submit Your Order**

| Your Order |         |
|------------|---------|
| 1 BNC item | \$24.00 |
| Shipping   | \$6.77  |
| Tax        | \$0.00  |

- iv.

1. Shipping & Billing Address    2. Shipping Method    3. Payment Options    4. Review & Submit Your Order

### Review & Submit Your Order

☐ I have read and accept the: [Privacy Policy & Terms of Service](#) • [Shipping Terms & Conditions](#)

**Payment Method: 1**

PAYMENT TYPE      Financial Aid

---


**All items will be shipped to:**

Northwestern Health Sciences  
Attn: Bookstore  
2501 West 84th Street  
Bloomington, MN  
US

Last shipping address

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**1 Item from BNC**  
Print books ship via **UPS Mail Inn Exp(BPM)** • Est. Arrival: **3 to 9 Business Days** [Change Shipping Method](#)

| ITEM   | FORMAT | QTY | TOTAL   |
|--|--------|-----|---------|
|  <b>Common Laboratory Tests Used by TCM Practitioners 2014</b><br><small>by: Banerjee, Partha<br/>ISBN: 978-1-84819-205-8<br/>Edition/Copyright: 2014</small> | New    | 1   | \$24.00 |

**Your Order** [View Cart](#)

|                     |                |
|---------------------|----------------|
| 1 BNC Item          | \$24.00        |
| Shipping            | \$6.77         |
| Tax                 | \$0.00         |
| <b>BNC Subtotal</b> | <b>\$30.77</b> |
| Order Total         | \$30.77        |
| Financial Aid pays  | \$30.77        |
| <b>Balance Due</b>  | <b>\$0.00</b>  |

Once you click the Submit Your Order button, your order will be immediately processed and cannot be changed or canceled. Your order confirmation will appear on the next page.

**Submit Your Order**

- k. Note: If you used the financial aid payment type, the amount will be charged to your student account. Once tuition and fees are billed at the start of the term, your total charges may exceed the financial aid you accepted. If this happens, you will be responsible for paying the remaining balance.
  - i. You will need an additional payment method if your financial aid does not cover your entire order.
- l. Next, Review & Submit your order.
- m. You will receive an order confirmation on the screen and via email that your bookstore purchase process is complete.

Thank you for your order!

Your feedback is important to us. [Tell us how we did](#)

Your Order Number is   You'll receive a confirmation email shortly.

**Payment Method:**

PAYMENT TYPE      External SFA

---

**All items will be shipped to:**

**Billing Address:**

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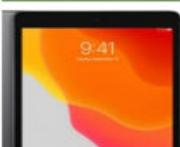
**1 Item from BNC**  
Print books ship via **Free Ground Shipping** • Est. Arrival: **Mon, April 21, 2025**

| ITEM | FORMAT | QTY | TOTAL |
|------|--------|-----|-------|
|      |        |     |       |

**PRICE MATCH GUARANTEE IS HERE!**

Excludes Marketplace items

**Learn more** [→](#)



**From \$69**