

## CHIJ ST. THERESA'S CONVENT

### Secondary One Students (2025 Cohort)

### Instructions For Purchase of Textbooks & Stationery

<b>(I) Online Order</b>	1	Login to Pacific Bookstores Website - <a href="https://www.pacificbookstores.com">https://www.pacificbookstores.com</a> - Online order is not applicable to student who is under the MOE/School-based Financial Assistance Scheme (FAS) as she has to produce the letter of approval issued by the school during self-collection in the school
	2	Online order start date: 16 Dec 2024, 9.00am
	3	Last day for online order: 24 Dec 2024, 6.00pm (subject to slot availability)
	4	Home Delivery Dates: As shown on the online website
<b>(a) Home Delivery Service</b>	5	Local delivery charge of \$14.90 (inclusive of GST) per location
	6	Delivery Date and Time - To be selected when placing orders online
<b>(b) Self-Collection at the School</b>	7	Self-Collection Date and Time - To be selected when placing orders online
<b>Mode of Payment</b>	8	Debit Cards and Credit Cards; PayNow (QR code) - Applicable for online order regardless of whether you have opted for Home Delivery or Self-Collection
<b>Online Customer Service</b>	9	Tel No. - 6929 8012 (Mondays to Fridays, 9.00am to 5.00pm excluding eve of Public Holidays) Email - sales@pacificbookstores.com

<b>(II) Non-Online Order</b>	1	Purchases to be ordered and paid directly at the School Bookshop is strictly <b><u>by e-appointment only</u></b> - Refer to para on "How to Book an Appointment" (same booking app as the school's uniform supplier) - Refer to para on "Bookshop Dates and Time" for details
	2	<u>Student who is under MOE/School-based Financial Assistance Scheme (FAS)</u> - Order and collect directly at the school bookshop - Must produce the letter of approval issued by the school - Refer to para on "How to Book an Appointment" (same booking app as the school's uniform supplier) - Refer to para on "Bookshop Dates and Time" for details
<b>Mode of Payment</b>	3	Cash, PayNow (Scan & Pay), CDAC Vouchers, NTUC Care Fund (e-Vouchers)
	4	Not applicable to student who is under MOE/School-based FAS (must produce the letter of approval issued by the school)
<b>Contact Details</b>	5	Tel No. - 9048 2460 (WhatsApp) (Weekdays, 9.00am to 3.00pm) / 6929 8012 (Customer Service) Email - sales@pacificbookstores.com

<b>(III) How to Book an Appointment</b>	1	Via <a href="https://www.picktime.com/stc2024">https://www.picktime.com/stc2024</a>
	2	Select the date and time slot
	3	Fill in the details required and submit your request
	4	You will receive an email notification to confirm your appointment

<b>(IV) Bookshop Dates and Time</b>	1	10.00am to 4.00pm - 18 Dec 2024
	2	9.00am to 4.00pm - 19, 20, 23, 26 and 27 Dec 2024

<b>(V) Exchange of Books and Stationery</b>	1	Exchange of books & stationery can be done in Jan 2025
	2	Must produce the original receipt for the exchange of books & stationery
	3	Items to be exchanged must be in good condition Book with name written on it will not be accepted for exchange