

How to Upload Textbook Receipts

Step 1: Go to <https://york.accessiblelearning.com/Akron>.

Step 2: Log into STARS using your UANetID and password.

Step 3: Select **Alternative Formats** on the left side.

Step 4: Scroll down to **Upload Book Receipt**.

Step 5: Select the **Choose File** link and find the file on your computer to upload.

Step 6: Select the course(s), you can select multiple courses if the textbooks are all on the same receipt.

Step 7: Select **Upload Receipt** to upload to STARS.

UPLOAD BOOK RECEIPT

Important Note: Limit 10 receipts per term or semester. [Read File Upload Instruction](#)

File Information

Term: **Spring 2020**

Select File: **No file chosen**

Select Course(s) the receipt is for *

- 3100 112.019 - Principles of Biology II
- 3150 153.002 - Principles of Chemistry II
- 3150 153.009 - Principles of Chemistry II
- 3150 154.003 - Qualitative Analysis

Note:

Step 8: Once the receipt is uploaded, it will show on the **Alternative Formats** tab, under **Uploaded Receipts**. After the receipt is reviewed by a staff member, you will see a Yes under Verified.

UPLOADED RECEIPTS - SPRING 2020		
Date Receipt Uploaded	Verified	Receipt
04/07/2020 at 11:49 AM	Yes	View