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Dear St. George's Independent School Student/Parent,

It's time to order your textbooks for the 2009/2010 school year!

Included in this document is a list of instructions for ordering online through our website and the required textbook list/order forms (one for Middle School and one for Upper School). These order forms list the required courses for students for the 2009-2010 school year, with required titles for each course listed. This order form may be used as a guide to navigate our textbook website (www.burkestextbook.com) to order your textbooks. **You will need your list of courses for next year to see which courses to choose (you should have received this from the school).** If you would prefer NOT to order texts through our website, you may fill out the order form provided and fax or mail it to us. (All orders are processed in the order in which they are received, regardless of how they are received.) If you are filling out the order form, please mark clearly the titles you will need and whether you would prefer new or used copies of textbooks. Also fill out ALL of the information at the bottom of the form, including payment information and voucher information (if you traded in textbooks).

Payment is required when you place your textbook order. Online orders may be paid by Visa, MasterCard, Discover, or Paypal. If you need to pay by check or cash, please contact us at 278-7484. **Orders will not be processed until payment is received.**

All orders will be processed, the books will be pulled and packed for you, and will be shipped to you beginning the second week of August. In order to guarantee that your books will be delivered to you before the first day of school, ALL ORDERS MUST BE PLACED BY AUGUST 5TH. And remember: for some titles there is a limited supply of used copies available. The sooner you place your order, the better chance you will have to purchase used copies.

If you have any questions concerning the ordering of textbooks, please contact Cheryl Mesler at 901-278-7484 or burkes@netten.net.

Sincerely,

Cheryl Mesler

INSTRUCTIONS FOR ORDERING ONLINE FOR ST. GEORGE'S SCHOOL

📖 Go to www.burkestextbook.com or follow link from main website.

📖 **Click on View Courses and Place Order**

📖 **Student Information:** Enter the student's grade for 09/10 and name. Click [Verify Information](#)

📖 **Verify Student Information:** If this information is correct click [Continue to Title Selection](#).

***If you need to place an order for more than one student, you will have an opportunity to add that student. Please do a separate order for each student.

📖 **Course Selection:** Listed are all of the St. George's courses that require textbooks. Using the student's course list that you received from the school, click on the courses being taken. Please make sure you choose the correct courses, paying special attention if you are taking an AP or Honors level of a course. Also include any second semester courses listed on your course list (some electives such as Music History, Art History, Humanities II, etc are only second semester). When you are satisfied with your course selections, click [View Selected Course Titles](#).

📖 **Title Selection:** All required titles for the student's chosen courses will be listed. Choose the titles you wish to order by clicking the **Select** button beside each title. In some instances you may choose between a new and used copy. (Used copies of titles are listed as a **separate item** with "USED" appearing after the title.) After you have made your selections, click on [View or Add Items to Cart](#). If you wish to make changes to any books that you have selected, hit the [Reset Form](#) button at the bottom of the page. This will clear your choices and you may begin again. When you are satisfied with the books you have chosen, click the [View or Add New Items to Cart](#) button.

***If at any point during the order process you wish to cancel the order and leave the site or start over, click on the [Return to School Menu](#) button at the bottom of each page.

📖 **View Cart:** This screen will show all titles you have chosen for this particular student. You may remove titles by clicking the box in the Remove column and clicking [Update Order](#). If you need to choose another title or course, click the appropriate buttons. When you are satisfied with the titles in your cart, click [Continue to Registration & Checkout](#). If you need to place an order for another student, click the [Add New Student](#) button. This will start a new order for another student. Continue through the order process as before. The additional student's book will be added to your cart. When you are satisfied with the items in your cart, click [Continue to Registration & Checkout](#) to proceed to submit your order.

📖 **Account Registration:** Enter your email address and click [Verify Information](#).

📖 **Account Registration:** Enter all of the information requested. If you traded in textbooks, there is a space to enter the voucher number and amount to be deducted from your order. After you have entered this information, click [Verify Information](#). The next page will show the information you have entered. If you need to make changes, click [Return to Registration Form](#); if you are satisfied with the information click [Continue to Checkout](#).

📖 **Checkout:** This is a final list of all titles you wish to order, with prices and order total minus any voucher credits. You may click [Return to View Cart](#) to make changes. If you wish to cancel the order, click [Return to School Menu](#). To finish, click [Submit Order](#).

📖 **Submit Payment:** This page displays the order that you have submitted. However, your order is not complete until you proceed to our secure Burke's PayPal site for payment. Click on the PayPal link at the bottom of the page to enter your payment information.

IMPORTANT: You DO NOT have to login to PayPal to pay for this order. The easiest way to enter your payment information is to go to the bottom of the page where it says "**Don't Have a Paypal Account?**" and click [Continue](#) to enter your credit card information. Again, you DO NOT have to login to PayPal to complete this transaction. After you finish entering your credit card information and submit your payment, you will be returned to our site. If you would prefer to make other payment arrangements (cash, check, credit card by phone) please call immediately. **YOUR ORDER WILL NOT BE COMPLETED UNTIL PAYMENT HAS BEEN RECEIVED.**

After you have placed your order, you will receive an email confirmation. This email will contain all of your order information, as well as a unique password to log in to our site and view the status of your order. Orders will begin shipping the second week of August. If you need to make any changes to your order before the pickup day, please call.

This will complete the order process. If you have any questions concerning any part of the ordering process, please call Cheryl Mesler at 901-278-7484.

St. George's Middle School Textbook List/Order Form 2009/2010

You may use this list as a reference to order your books from our website at www.burkestextbook.com or you may fill out this order form and fax or mail it in. You will need your list of courses for next year (you received this from the school). If you are using this order form to place your order, please fill in the "Quantity to Order" column plus all order information at the bottom of this form. **Titles marked *** indicate that this is a new title and/or edition for this course for St. George's.**

Quantity To Order	TITLE	ISBN	PUBLISHER	Ed	NEW PRICE	USED PRICE
SIXTH GRADE						
COURSE NAME:	English 6/Lang Arts 6					
_____	<i>Elements of Language 1st Course Grammar Practice</i>	0030563518	HRW	01	28.00	
_____	<i>Friedrich</i>	0140322051	Puffin		5.99	
_____	<i>Hodges' Harbrace Handbook</i>	1413010318	Thomson Wadsworth	04	55.00	29.00
_____	<i>Red Pony</i>	0140177361	Penguin	1993	9.00	
_____	*** <i>Roll of Thunder, Hear My Cry</i>	0140384510	Penguin		7.99	
_____	<i>Wordly Wise 3000 Level 8</i>	0838828264	EPS	2006	14.00	
COURSE NAME:	World History 6					
_____	<i>Human Heritage</i>	0078216192	Glencoe	01	89.00	49.00
COURSE NAME:	Math 6					
_____	*** <i>PH Math Course 2 Workbook</i>	0132013940	Prentice Hall	08	16.00	
COURSE NAME:	Science 6					
_____	<i>Air Around You</i>	0078617588	Glencoe	05	26.00	17.00
_____	<i>From Bacteria to Plants</i>	0078617375	Glencoe	05	26.00	17.00
_____	<i>Life's Structure & Function</i>	0078617340	Glencoe	05	26.00	17.00
SEVENTH GRADE						
COURSE NAME:	English 7					
_____	<i>Elements of Literature Third Course</i>	0030923085	HRW	2007	89.00	59.00
_____	<i>Hodges Harbrace Handbk (should have from previous year)</i>	1413010318	Thomson Wadsworth	04	55.00	29.00
_____	<i>Light in the Forest</i>	1400077885	Random House		6.95	
_____	<i>Midsummer Night's Dream</i>	048627067X	Dover		1.50	
_____	<i>To Kill a Mockingbird</i>	0446310786	Warner		7.99	
_____	<i>Wordly Wise 3000 Level 9</i>	0838828272	EOS	2006	14.00	
COURSE NAME:	Language Arts 7					
_____	<i>English Workshop: 2nd Course</i>	0030993342	HRW	2008	28.00	
COURSE NAME:	U.S. Government/Facing History 7					
_____	<i>Civics in Practice</i>	0030429838	HRW	07	99.00	59.00
COURSE NAME:	Math 7					
_____	<i>PH Math: Pre-Algebra</i>	0133659453	Prentice Hall	09	99.00	59.00
COURSE NAME:	7 Pre Algebra Accelerated					
_____	<i>PH Math: Pre-Algebra</i>	0133659453	Prentice Hall	09	99.00	59.00
COURSE NAME:	Algebra I-07					
_____	<i>Holt Algebra I</i>	0030358272	HRW	2007	99.00	59.00
COURSE NAME:	Science 7					
_____	<i>Astronomy</i>	0078617618	Glencoe	05	26.00	17.00
_____	<i>Changing Surface of the Earth</i>	0078617529	Glencoe	05	26.00	17.00
_____	<i>Human Body Systems</i>	007861743X	Glencoe	05	26.00	17.00
COURSE NAME:	Latin IA					
_____	<i>Ecce Romani 1A Language Activity Book</i>	0801312094	Longman		14.00	
_____	<i>Ecce Romani 1A Text</i>	0801312043	Longman	1994	38.00	
COURSE NAME:	Spanish IA					
_____	<i>Avancemos Level I Text</i>	061859406X	McDougal	07	89.00	
_____	<i>Avancemos Level I: Cuaderno Practica por Niveles WB</i>	0618782184	McDougal	07	23.00	
COURSE NAME:	French IA					
_____	<i>Bon Voyage 1 Audio Activity Workbook</i>	0078242754	Glencoe	02	12.00	
_____	<i>Bon Voyage 1 Text</i>	0078212561	Glencoe	02	79.00	49.00
_____	<i>Bon Voyage 1 Writers Activity Workbook</i>	007824269X	Glencoe	02	19.00	

Quantity To Order	TITLE	ISBN	PUBLISHER	Ed	NEW PRICE	USED PRICE
EIGHTH GRADE						
COURSE NAME:	English 8					
_____	<i>Animal Farm</i>	0451526341	Penguin		9.99	
_____	<i>Elements of Literature Third Course</i>	0030923085	hrw	2007	89.00	59.00
_____	<i>Hodges Harbrace Handbk (should have from previous year)</i>	1413010318	Thomson Wadsworth	04	55.00	29.00
_____	<i>Julius Caesar</i>	0198320272	Oxford U. Press	2002	9.95	
_____	<i>Lord of Flies</i>	0399501487	Berkeley		9.99	
_____	<i>Wordly Wise 3000 Level 10</i>	0838828280	EPS	06	14.00	
COURSE NAME:	Language Arts 8					
_____	<i>English Workshop: 2nd Course (should have from 7th Grade)</i>	0030993342	HRW	2008	28.00	
COURSE NAME:	American History 8					
_____	<i>America: Pathways to the Present</i>	0131335103	Prentice Hall	07	99.00	55.00
COURSE NAME:	Algebra I-08					
_____	<i>Holt Algebra I</i>	0030358272	HRW	2007	99.00	59.00
COURSE NAME:	Geometry					
_____	<i>Geometry</i>	0030358280	HRW	07	99.00	55.00
COURSE NAME:	IPS/Science 8					
_____	<i>Introductory Physical Science</i>	1882057252	Science Curriculum	8th	70.00	49.00
COURSE NAME:	Latin IB					
_____	<i>Ecce Romani 1A Lang Activity Bk (should have from Latin IA)</i>	0801312094	Longman		14.00	
_____	<i>Ecce Romani 1A Text (should have from Latin IA)</i>	0801312043	Longman	1994	38.00	
_____	<i>Ecce Romani 1B Language Activity Book</i>	0801312108	Longman		14.00	
_____	<i>Ecce Romani 1B Text</i>	0801312051	Longman		38.00	
COURSE NAME:	Spanish IB					
_____	<i>Avancemos Level I Text (should have from Spanish IA)</i>	061859406X	McDougal	07	89.00	
_____	<i>Avancemos Level I: WB (should have from Spanish IA)</i>	0618782184	McDougal	07	23.00	
COURSE NAME:	French IB					
_____	<i>Bon Voyage 1 Audio Activity Wkbk (should have from Fr IA)</i>	0078242754	Glencoe	02	12.00	
_____	<i>Bon Voyage 1 Text (should have from French IA)</i>	0078212561	Glencoe	02	79.00	49.00
_____	<i>Bon Voyage 1 Writers Activity Wkbk (should have from FR IA)</i>	007824269X	Glencoe	02	19.00	

Student Name _____ Grade _____

Parent/Guardian Name _____

Address _____ City/State/Zip _____

Telephone # _____ Email _____

Visa, Mastercard, Discover # _____ ExpDate _____

I would prefer _____ new _____ used (if available) books.

Textbook Voucher # _____ Amount\$ _____ (if you traded in textbooks at the end of the year)

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