

Course Materials & Textbook Buying Guide

Why buy the Textbook?

Rather than being merely supportive tools, the textbooks selected for your courses are used as a focus of discussion, learning, and analysis for assignments. This means that by not having your textbook, you are putting yourself at a disadvantage in achieving success in your course and the program. Yorkville University selects required textbooks as an integral part of your learning experience.

Important Points

- It is your responsibility for identifying and obtaining the required textbooks for your courses in time for the start date. Not having the required textbook is not a justifiable reason for assignment extension.
- Course textbooks should be purchased at least 4-6 weeks prior to your course start date. However, if you are only purchasing print books 2 weeks or less prior to the start date of the course, please consider using Express Post or Priority Shipping in order to ensure a swift delivery.
- Edition changes to books will be updated at least 8 weeks prior to the start date of your course. If you are ordering books 8 weeks or more before the course, then please contact the librarian (pgraham@yorkvilleu.ca) to ensure your books will not be changing edition.
- If you are purchasing books 1 week or less prior to the start date of a course, we strongly recommend you purchase access to an ebook, where available, to avoid delays.
- Not all courses have e-book options (e.g., PSYC 6203) so you should plan well in advance to receive your books on time.
- Some courses have additional materials, such as 'required' course packs, business cases, simulations, MyLabs, etc. This will involve additional costs.

How do I find information on my required Textbooks?

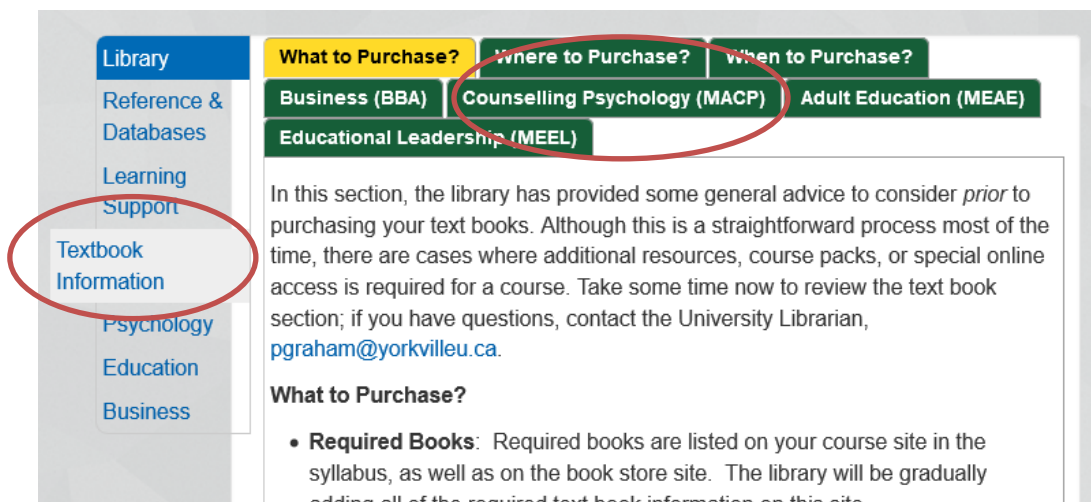
Textbook information is posted on the bookstore site, your course syllabus, and within the library site in a textbook information section. The most detailed information is available from our library's textbook information site. When in doubt about your required textbooks, or if ordering books more than 8 weeks prior to a course start date, please contact the University Librarian for verification: pgraham@yorkvilleu.ca

Here is how you can access detailed information about your courses:

1. Go to the Library site



2. Select "Textbook Information" and your field of study



3. Then select your Course to display the textbook information



Master of Arts in Counselling Psychology

PSYC6213: RESEARCH METHODOLOGY

MANDATORY:

1) Goodwin, James C.; *Research in Psychology* (Edition: 7) (Year: 2012).

- **PRINT:** You can purchase from our book store or find a used copy, so long as it is the correct edition. If you are ordering your books within 2 weeks of the start date of your course, you should ask for priority shipping or ExpressPost delivery from the Book Store to ensure you receive your book(s) promptly.
<http://bookstore.yorkvilleu.ca/index.asp>
ISBN: 9781118360026
- **EBOOK:** This is a 'rental' ebook option from our bookstore. Students who do not have their text book 1 week prior to the course start date are strongly recommended to purchase the ebook option to avoid delays.
<http://bookstore.yorkvilleu.ca/index.asp>
ISBN: 9781118547229
- **EBOOK:** The ebook from the publisher is also a viable alternative
<http://ca.wiley.com/WileyCDA/WileyTitle/productCd-EHEP002459.html>
ISBN: 9781118360026

OPTIONAL:

N/A

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PSYC6104: A Biopsychosocial Approach to Counselling
PSYC6113: Theories of Personality
PSYC6123: Psychological Assessment
PSYC6153: Counselling Methodologies: Psychodynamic and Humanistic Modalities
PSYC6163: Counselling Methodologies, Behavioural and Cognitive Modalities
PSYC6183: Marriage and Family Systems
PSYC6203: Ethical Standards for Mental Health Service Providers
PSYC6213: Research Methodology
PSYC6223: Group Counselling
PSYC6243: Counselling Skills and Competencies
PSYC6273: Cultural Diversity in Counselling
PSYC6313: Career and Employment Counselling
PSYC6323: Counselling for Health and Wellness
PSYC6333: Psychopathology for Counselling
PSYC6343: Developmental Psychology

What are my options for purchasing Textbooks?

It is important to know that you are under no obligation to purchase textbooks from the University's bookstore (called Nuskule Inc.) Nuskule Inc. is a third party book seller, like Amazon or Chapters. *You are free to explore all options in purchasing your textbooks.* However, it is important to note that there are some classes where additional resources (e.g., Course Packs) are exclusively available from the bookstore site.

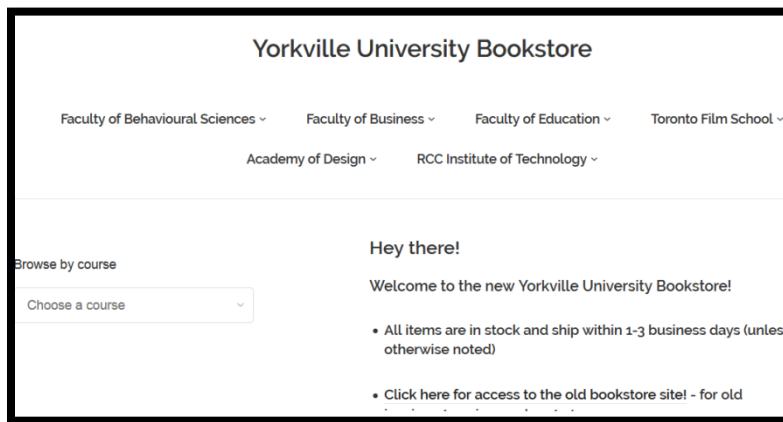
- **Bookstore (Nuskule Inc.):** Book orders and deliveries are organized by Nuskule Inc., a third party book seller. We have a link to their book store website on our campus pages. Yorkville University does not directly manage the book store, so **all questions** about costs, delivery times, ebook access, etc. can be sent directly to them via phone or email.

- 1-877-289-1151
- yorkville@nuskule.com

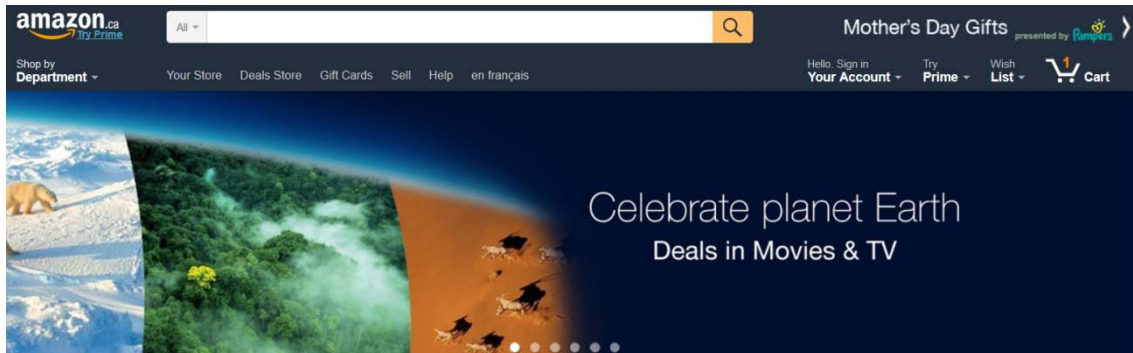
1. Select the Online Bookstore icon in the upper right menu of our campus.



2. Access the Book Store site









- **Online Alternatives (e.g. Amazon, Chapters, etc.):** You are free to seek out alternatives to the book store, such as [Amazon.ca](https://www.amazon.ca).



- **Textbook Exchange (Used Books):** Yorkville University maintains a used book forum for obtaining your books, located on your faculty website. However, we do not review the textbook transactions. You should verify that the book will still be required for your course with the University Librarian prior to purchase: pgraham@yorkvilleu.ca. You cannot access the exchange until you have access to the online campus.

ADDITIONAL PROGRAM INFORMATION

-  Program News 2 unread posts
-  Points of Contact for BBA students
-  Developmental Challenge Exam Information
-  Math0001 Math Workshop Information
-  BBA Textbook Exchange 68 unread posts
-  Plagiarism & Academic Dishonesty Policy

WELCOME MESSAGE FROM THE DEAN

- **Local Libraries:** Always consider if you can find the book locally in public or university libraries, or have it ordered via interlibrary loan with your local public library. Not all public libraries will provide such services, or if they do, they may charge a small sum of money. However, you should ensure that you are aware of how they can help you prior to purchasing books.

Why should I purchase an e-Textbook?

The use of e-textbooks is now widespread in higher education; they can be strategically helpful to you to ensure you don't fall behind in your studies. For example, if you need a textbook within 1 week or less of the course start date, we strongly recommend that you purchase an e-textbook, where available, to ensure you don't fall behind in your studies.

Short Term Rental

- **Book Store (Nuskule Inc.):** E-textbooks are available for most textbooks within the book store. However, please note that these are primarily "rental" options. Rental options will be less expensive than

permanent purchases meaning you will have the book for the time required for achieving success in the course without excessive cost.

Permanent Purchase

- **Amazon.ca (Canadian funds):** Many of our textbooks are available on Amazon.ca. You simply download the free Kindle application on any of your devices, and you can purchase an e-Textbook directly from Amazon.ca. Purchasing from Amazon.ca means you will be charged in CND funds.
- **VitalSource (US funds):** This e-textbook seller differs from Kindle in that they are a large scale textbook provider and are always improving their technical functions. They have highlighting features, search functions, note taking capability, etc. You can purchase or rent a textbook. However, it is important to note that you will be charged for the purchase or rental in US funds.

What are Course Packs and when do I need them?

Course Packs are additional materials to support your studies, such as journal articles, case studies, or book chapters that are not located in our database selections. There are *required* course packs and *supportive* course packs.

- ***Required Course Pack:*** These are REQUIRED additional journals or text book chapters not available from the Yorkville University Library. You are required to purchase these types of Course Packs when they are listed in your course syllabus.
- ***Supportive Course Pack:*** These are OPTIONAL course packs that provide supportive readings. If you have ordered a print book, for example, and are waiting for delivery, you may be able to purchase immediate access to 20% of the textbook readings by accessing the supportive course pack prepared for that purpose. Although there is a cost to do so via the bookstore, the 'supportive' course packs ensure that you don't fall behind in your studies while waiting for a print book delivery.

What other materials do I need for my course work?

- **Pearson MyLabs:** In some courses you may be 'required' to access an online resource associated with the course and/or textbook. For example, PSYC 6243 requires that you purchase this additional online MyLab for accessing videos for the course. Information about MyLabs will be located in your syllabus. MyLabs are accessible online, so you won't have to worry about delivery. However, it is important to note that there are very few courses where MyLabs are required.
- **Psychology Tests:** For at least one course in the MACP you will be required to purchase a package of supplementary materials that will give you instructions and codes for accessing required assessment tools.
- **Case Studies:** In some business courses you will be required to purchase business cases. This will be listed in the syllabus, and purchase can be made directly from a publisher's website, rather than in a course pack. Business cases are not overly expensive (e.g., \$5-\$15)
- **Simulation:** Simulations help you gain practical experience in your studies. In our BUSI 1033 course, you will be required to purchase the Biz Café simulation (\$29.95 US funds).

How do I get a refund?

- All refund requests are managed directly by the bookstore site. Not all books and/or resources are refundable, so ensure that you are very clear about the necessary resources BEFORE purchasing them.
- Refunds are primarily permitted via the publisher, meaning the bookstore may not be able to provide you with a refund if the publisher will not permit it. For example, any book that is removed from the shrink-wrap may not be refundable. As well, E-textbook purchases are not usually refundable.