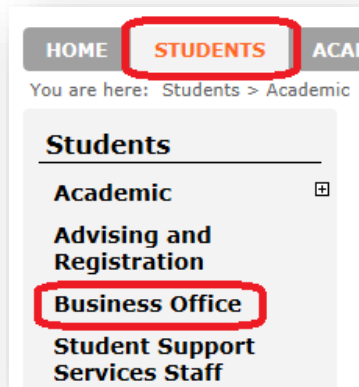


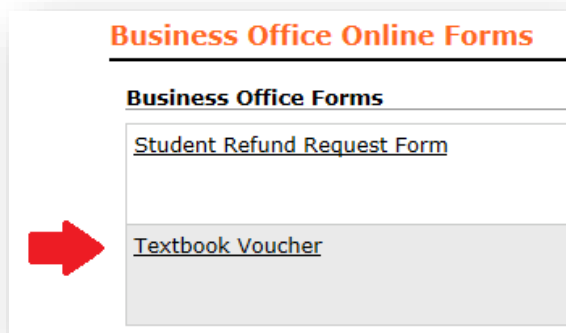
UNION

How to Submit a Textbook Voucher

1. Go to My Union at my.unionky.edu and log in.
2. Click on the Students tab across the top and then Business Office down the left-hand side of the page.



3. Click the **Textbook Voucher** under the Business Office Online Forms portal.



4. Fill in your information and click **Next Page** at the bottom right-hand corner of the screen.
5. Review your information and click the **Submit Form** button at the bottom of the page.

If you have any questions please contact the Business Office at (606) 546-1203.