

# PRATTSTORE

Location: 550 Myrtle Avenue  
Phone number(s): (718) 789-1105  
Office Hours: 8:30 am - 7:00 pm Monday-Friday  
10:00 am - 6:00 pm Saturday  
12:00 am - 5:00 pm Sunday (closed on Sun. July & August)  
Contact E-Mail: bookstore@pratt.edu

## **Mission/Overview/Summary**

The Prattstore is responsible for stocking and selling the supplies that faculty and students need to meet the demands of their academic program. In addition to textbooks, the store offers for sale a wide selection of campus clothing and supplies. Items that we do not carry we will special order.

## **SPECIFICS**

*FAQ, Issue, First contact, Best contact*

### **Q. How and when do I order textbooks for my classes?**

A. Ordering books for courses can be done online from the Web Advisor for Faculty page, using the "Course Book Information Request Form." Filling out the form and submitting it online speeds up the process and provides an accurate, complete record for the textbook request. By using the online version of the Course Request Form, you can order course required or recommended books anytime that is convenient for you, not just when the store is open. In addition, you will receive notification that your request has been received and processed.

The schedule for ordering books for the various semesters are as follows:

- Summer I & II - April 15
- Fall Semester - May 1
- Spring Semester - November 15

Ordering early allows us to look for used copies and provides a better opportunity for students to sell their books back to the store at the end of the semester. Ordering early also improves our ability to get the correct book for the class in time for the start of the semester.

**Q. Can you supply materials for my course, other than the textbook?**

A. The Prattstore will stock, where possible, materials other than textbooks that you deem necessary for your course. We carry a wide variety of art supplies and raw materials, from canvas to steel, and welcome suggestions for items your students need. The Prattstore also offers, when possible, environmentally safe alternative materials and is looking for suggestions and recommendations on other alternative products.

**Q. I'm late turning in my textbook request. What should I worry about?**

A. Late Course Book Request Forms continue to be a problem for the store. Because the forms are late in arriving store, there is a greater likelihood that books will not be on the shelf in time for the start of classes. Also, the later the order is received the more likely that the book will be out-of-stock at the publisher and therefore, unavailable to the students. The store is ready, willing and able to help faculty with their textbook requirements. All we ask is that you start the process early enough that any problems that do arise will have time to be solved.

**Q. What other services or activities does Prattstore offer?**

A. We have 15,000 square feet of space and hope to use it to showcase the work of Pratt alumni and faculty. We're currently carrying books by faculty and alumni including novels, children's books, graphic novels, and comic books, and would welcome requests to stock more titles. On the store's mezzanine level there is a performance space available for lectures, author signings, and wall displays of art. A growing number of exhibitions are also being held at Prattstore.