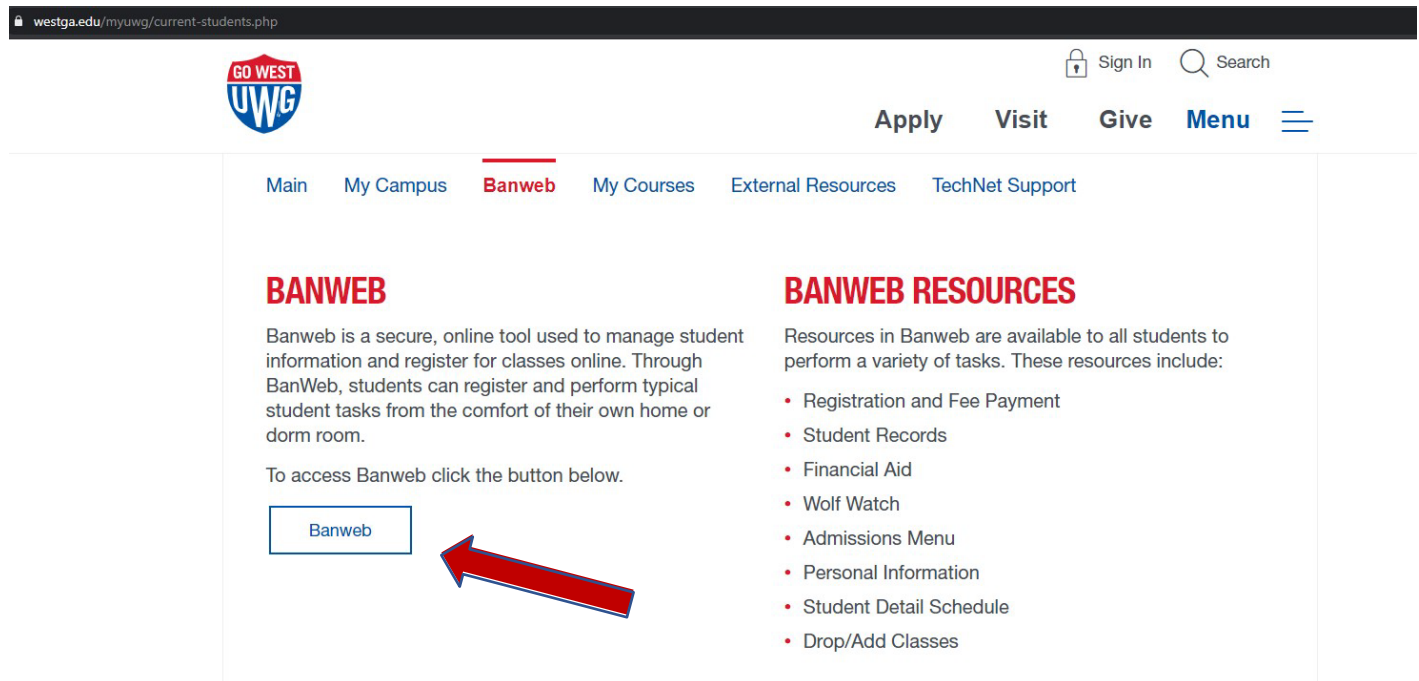


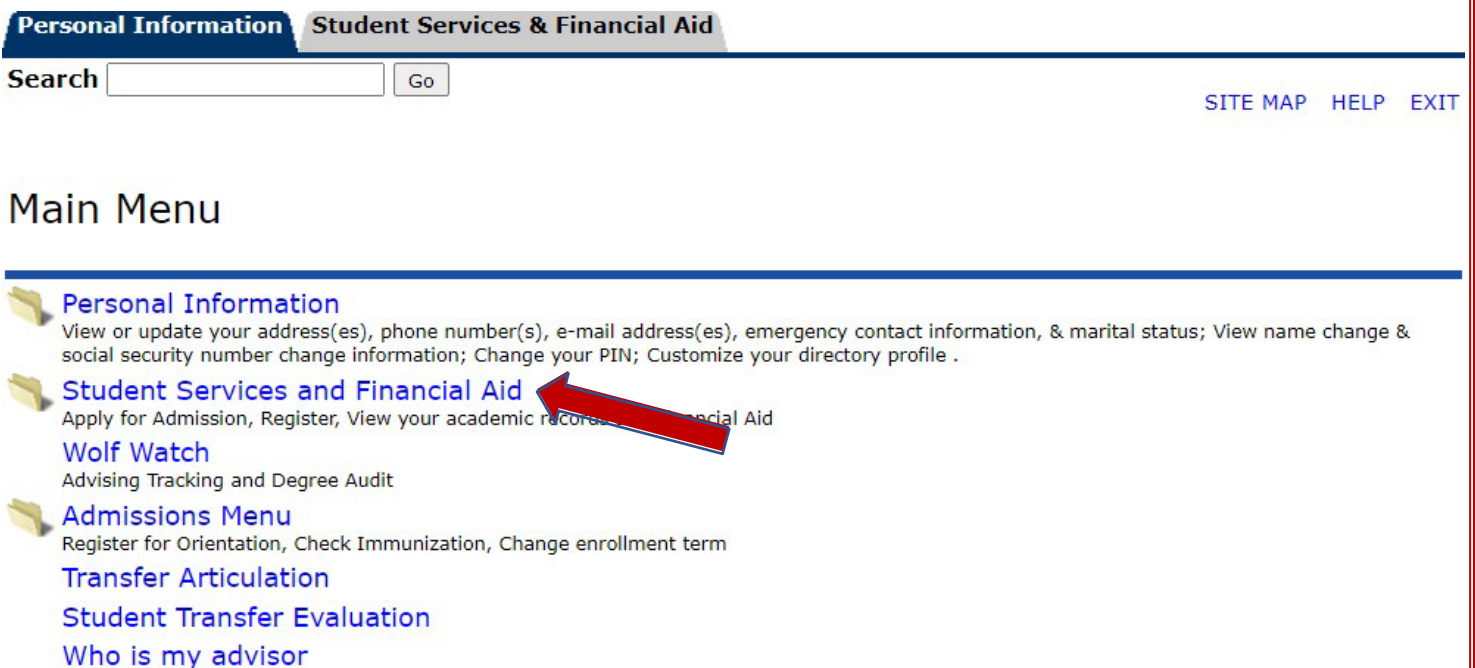
Bookstore to the Rescue Step-by-Step Guide

1. Log in to your Banweb account.



The screenshot shows the West Georgia University website at the URL westga.edu/myuwg/current-students.php. The page features the UWG logo and navigation links: Apply, Visit, Give, and Menu. A secondary navigation bar includes Main, My Campus, Banweb (highlighted), My Courses, External Resources, and TechNet Support. The main content area is divided into two columns. The left column, titled "BANWEB", explains that Banweb is a secure online tool for managing student information and registration. It includes a "Banweb" button, which is pointed to by a red arrow. The right column, titled "BANWEB RESOURCES", lists various services available to students, including Registration and Fee Payment, Student Records, Financial Aid, Wolf Watch, Admissions Menu, Personal Information, Student Detail Schedule, and Drop/Add Classes.

2. Click on Student Services and Financial Aid



The screenshot shows the "Student Services & Financial Aid" page. At the top, there are tabs for "Personal Information" and "Student Services & Financial Aid". Below the tabs is a search bar with a "Go" button and links for "SITE MAP", "HELP", and "EXIT". The "Main Menu" section lists several options: "Personal Information", "Student Services and Financial Aid" (highlighted with a red arrow), "Wolf Watch", "Admissions Menu", "Transfer Articulation", "Student Transfer Evaluation", and "Who is my advisor".

3. Click on Financial Aid

Personal Information **Student Services & Financial Aid**

Search

[RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

Student Services & Financial Aid

[Registration & Fee Payment](#)

Check your registration status; Add / drop / withdraw from classes; Select variable credits, grading modes, or levels; Display your class schedule; Pay Fees.

[Student Records](#)

View your holds; Display your grades and transcripts; Review charges and payments; Review and Register for Regents Exam .

[Financial Aid](#)

Apply for Financial Aid; Review status of your financial aid applications; Check status of document requirements; Review loans.

[Housing And Meal Plans](#)

Housing And Meal Plans

[Short Term Loan](#)

To apply for an Emergency Short Term Loan.

[Student Account](#)

Student Account

[Immunization Status](#)

Immunization Status

[Readmission](#)

Status updates for former students who have been absent for 3 semesters and who have submitted an Application for Readmission.

[Setup Payment Plan](#)

[Wolf Watch](#)

Advising Tracking and Degree Audit

[View Student Information](#)

[Short Term Loan Promissory Note](#)

[Graduation Application](#)

Apply for Graduation

[View Active Graduation Application\(s\)](#)

4. Click on Book Store Permission

Personal Information **Student Services & Financial Aid**

Search

[RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

Financial Aid

[My Eligibility](#)

Review Financial Aid Holds (which may prevent payment of awards) and document requirements; Display academic progress history; View academic transcript.

[My Award Information](#)

View account summary; Review awards by aid year; Accept award offers by aid year; Review award history; Display award payment schedule; View history of loan applications.

[Student Breakdown Bill](#)

Click here to view your student-specific charges for the semester.

[Complete New Master Promissory Note for Student Loans](#)

[Contact Financial Aid Office](#)

[Student Authorization](#)

Student Authorization

[Satisfactory Academic Progress](#)

[Book Store Permission](#)

[Financial Aid online forms](#)

Financial Aid online forms

[Federal Shopping Sheet Menu](#)

[VA Certification Request Form](#)

5. Select “Yes, I want UWG bookstore credit” and click Submit.

Personal Information **Student Services & Financial Aid**

Search [SITE MAP](#) [HELP](#) [EXIT](#)

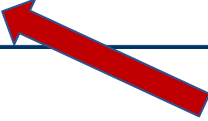
UWG bookstore credit

I wish to have my excess financial aid (up to \$1000.00) available to me as a bookstore credit.
Please check the University Bookstore Website for hours of operation.

Choose your answer and submit.

My choice is

- Yes, I want UWG bookstore credit.
 No, I do not want UWG bookstore credit.



6. The final page confirms you have elected to use up to \$1,000 of your estimated financial aid refund at the University of West Georgia Bookstore.
The dates for Bookstore to the Rescue for each semester is mentioned on the confirmation page as well.

Personal Information **Student Services & Financial Aid**

Search [SITE MAP](#) [HELP](#) [EXIT](#)

UWG bookstore credit

You have elected to have up to a \$1000 maximum of your Financial Aid refund available as a bookstore credit at the UWG on-campus bookstore. If the final cost of your books exceeds the bookstore credit, you will be responsible for paying the difference at the time of purchase. If the final cost of your books is less than the bookstore credit, the excess amount will be applied to your Bank Mobile account. Bank Mobile will notify you via email when the funds are available on the Bank Mobile Card. Any changes made to your schedule or additional charges for housing/meal plan can reduce or eliminate the bookstore credit and/or refund to Bank Mobile. If at any time you want to change this selection, please select the NO option from the previous screen.

If your Financial Aid is reduced after your bookstore credit has been processed you are responsible for paying UWG any outstanding balance as a result of this reduction.

If your estimated refund on the [Financial Aid Breakdown Bill](#) is more than \$1000, you will receive the maximum bookstore credit of \$1000. If your estimated refund is less than \$1000, the entire estimated amount would be applied as your bookstore credit.

You can visit the *Student Solutions* website for a list of FAQs about this service.
If you have additional questions, feel free to contact our office and we would be happy to assist you.

Momentum Center
studentsolutions@westga.edu
678-839-6140

Go West, Go Wolves!