

# Bookstore to the Rescue

## Step-by-Step Guide

### 1. Use your myUWG ID and password to log into your account.

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### 2. Select the "Banweb" tab under Current Students.

Home / myUWG / Current Students

Once logged in, select the Banweb tab

- Registration and Fee Payment
- Student Records
- Financial Aid

### 3. Select the red "Banweb" button.

The screenshot shows the top navigation bar of the UWG website. The 'Banweb' tab is highlighted in red. Below the navigation bar, there are two columns of content. The left column has a heading 'Banweb' and a red button labeled 'Banweb'. A red arrow points to this button with the text 'Select Banweb' written in blue. The right column has a heading 'Banweb Resources' and a list of resources including Registration and Fee Payment, Student Records, Financial Aid, Wolf Watch, Admissions Menu, Personal Information, Student Detail Schedule, and Drop/Add Classes.

### 4. Select the "Student Services & Financial Aid" hyperlink or tab at the top.



The screenshot shows the main menu of the website. At the top, there are three tabs: 'Personal Information', 'Student Services & Financial Aid', and 'Faculty Services'. The 'Student Services & Financial Aid' tab is highlighted in red. Below the tabs, there is a search bar and a 'Go' button. The main menu is titled 'Main Menu' and contains several items: 'Personal Information', 'Student Services & Financial Aid', 'Faculty & Advisors', 'Wolf Watch Sign On', 'Advising Tracking and Degree Audit', 'Wolf Watch', 'Admissions Menu', 'Transfer Articulation', 'Student Transfer Evaluation', 'Who is my advisor?', and 'Campus Carry'. A red arrow points to the 'Student Services & Financial Aid' item, with the text 'Select Student Services and Financial Aid' written in blue.

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## 5. Select the "Financial Aid" hyperlink.



Personal Information **Student Services & Financial Aid** Faculty Services

Search  Go

[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 the status of your financial aid applications; Check status of document requirements; Review loan...

#### [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

#### [Request Official Transcript](#)

#### [Readmission](#)

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

#### [Graduation Application](#)

Apply for Graduation

#### [Setup Payment Plan](#)

#### [Wolf Watch](#)

Advising Tracking and Degree Audit

Select Financial Aid

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## 6. Select the "Book Store Permission" Hyperlink.



Personal Information **Student Services & Financial Aid** Faculty Services

Search  Go

[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.

#### [Hope Eligibility Status](#)

#### [Student Breakdown Bill](#)

#### [Request Your Federal PIN](#)

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

#### [Contact Financial Aid Office](#)

#### [Satisfactory Academic Progress](#)

#### [Book Store Permission](#)

#### [FWSP Information By Aid Year](#)

#### [Financial Aid online forms](#)

Financial Aid online forms

#### [Appeal Application](#)

#### [Federal Shopping Sheet Menu](#)

Select "Bookstore Permission"

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## 7. Select "Yes, I want UWG bookstore credit" and click submit.



Personal Information **Student Services & Financial Aid** Faculty Services

Search

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### UWG bookstore credit

I wish to have my excess financial aid (up to \$750.00) available to me as a bookstore credit.  
Please check the [University Bookstore Website](#) for hours of operation.

**If you wish to have bookstore credit, please select "Yes, I want UWG bookstore credit."**

Choose your answer and submit.

#### My choice is

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

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**Once you select your choice, click "Submit"**

## 8. This is your confirmation page that you have selected to use excess Financial Aid funds at the UWG Bookstore.



Personal Information **Student Services & Financial Aid** Faculty Services

Search

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

### UWG bookstore credit

You have elected to have up to a \$750 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 Higher One account. Higher One will notify you via email when the funds are available on the Higher One 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 Higher One. 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 \$750, you will receive the maximum bookstore credit of \$750. If your estimated refund is less than \$750, the entire estimated amount would be applied as your bookstore credit.

**The Financial Aid Bookstore Credit will only be honored at the University bookstore between**

• 05/01/2018 08:00 AM and 06/04/2018 11:00 PM

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**This page confirms that you have elected to use up to \$750 of your excess financial aid towards books in the UWG Bookstore.**