HOW TO PURCHASE A TK20 ACCOUNT:

- You can purchase your Tk20 membership through the UWG Bookstore or directly online from Tk20.
  - **There is a difference in pricing** even though the membership for both accounts is identical.

<table>
<thead>
<tr>
<th>UWG Bookstore</th>
<th>Tk20 -- Online</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Sells the access code to activate your account at about $150.</td>
<td>- Sells Tk20 account directly online for $100 + $3 for processing.</td>
</tr>
<tr>
<td>- Can be purchased with financial aid refund, the account purchase is treated as a textbook purchase at the UWG Bookstore.</td>
<td></td>
</tr>
</tbody>
</table>

1. **If redeeming your UWG Bookstore code:**
   a. For more information on eligibility, and dates of purchase, visit the Enrollment Services webpage “Bookstore to the Rescue”.
   b. You can purchase your Tk20 access code from the UWG Bookstore by selecting the following link: [https://www.bookstore.westga.edu/buy_book_detail.asp?pf_id=10952344](https://www.bookstore.westga.edu/buy_book_detail.asp?pf_id=10952344)
   c. You can also go the UWG bookstore webpage, select “Course Material” → “Textbook” → “MISC—Miscellaneous” → “Tk20” → “Add Course To List”:
   
   ![UWG bookstore interface](image)

   d. You will receive a unique 34 digit student access code from the student access kit you purchased from your campus bookstore.
2. Go to: [https://westga.tk20.com/campustoolshighered/start.do](https://westga.tk20.com/campustoolshighered/start.do)

3. Click on “Click here to purchase or register your Tk20 account” hyperlink found directly below the green log into your account button.
a. To redeem your UWG Bookstore code, select **first option**, press “**Continue**”:

![Image](image1.png)

b. Select “I wish to register my student account purchase made from the campus book store”, press “**Continue**”:

![Image](image2.png)
4. Complete the “Student Account Registration for Bookstore Purchase”, Select “Submit”:
5. If purchasing your account directly online from TK20:
   a. Go to: [https://westga.tk20.com/campustoolshighered/start.do](https://westga.tk20.com/campustoolshighered/start.do)
   b. Click on “Click here to purchase or register your Tk20 account” hyperlink found directly below the green log into your account button.
c. Select the second option, then select “Continue”.

d. Select your payment preference, “I wish to pay by credit card” or “I wish to pay by money order/cashier’s check”, then press “Continue”:
• Please complete your purchase order by entering your student and billing information. Use your “MYUWG” email, and Student ID Number (917). Any error to entering your MyUWG email, and/or student identification will result in a delay in account activation.

6. Your account activation takes about 2-3 business days from the time you either redeem your purchased code or from the moment you successfully purchase your account online.
   a. If you will be needing to access your account sooner, then please forward your purchase confirmation order to tk20@westga.edu, with the subject line: “Urgent-Tk20 account activation”, and provide when you will need your activation account. We will notify Tk20 of this issue on your behalf, and ask they prioritize your activation. This is not a guaranteed result, but rather an effort to support your urgency.

7. Within a few days, you will receive another email confirming your account has been activated. DO NOT follow the instructions in that email. Instead, login to your Tk20 account following the instructions in the “How to log into Tk20” instructions on the Tk20 webpage.

   For any additional questions, please contact your Tk20 Unit Administrator: tk20@westga.edu