HOW TO PURCHASE A Tk20 ACCOUNT
**WHERE DO I BUY IT?**

<table>
<thead>
<tr>
<th>Watermark – CLICK HERE</th>
<th>UWG Bookstore – CLICK HERE</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Sells Tk20 account directly online for $100 + $3 for processing.</td>
<td>• Sells the access code to activate your account at about $145. This does not include shipping fee, and tax.</td>
</tr>
<tr>
<td></td>
<td>• Can be purchased with financial aid refund, the account purchase is treated as a textbook purchase at the UWG Bookstore.</td>
</tr>
<tr>
<td></td>
<td>• For more information on eligibility, and dates of purchase, visit the Enrollment Services webpage “Bookstore to the Rescue”.</td>
</tr>
</tbody>
</table>
If Purchasing Your Account Directly From Watermark - Step 1:

- Go to: https://westga.tk20.com/campustoolshighered/start.do
If Purchasing You Account Directly From Tk20- Step 2:

- Select “Click here to purchase or register your Tk20 account” hyperlink found directly below the green log into your account button.
If Purchasing You Account Directly From Tk20- Step 3:

- Select the second option, then select “Continue”.

![Tk20 Student Account Purchase screenshot](image-url)
If Purchasing You Account Directly From Tk20- Step 4:

- Select your payment option, “I wish to pay by credit card”, then press “Continue”:
If Purchasing You Account Directly From Tk20- Step 5:

- Please complete your purchase order by entering your student and billing information. You will need to enter your UWG Student ID Number (**917**), and your student email address, your “**MYUWG**” email.
- Any error to entering your student identification will result in a delay in account activation.
If Redeeming Your UWG Bookstore Code - Step 1:

a. Select the link below for your UWG bookstore purchase:


b. You will receive a unique 34 digit student access code from your campus bookstore.
If Redeeming Your UWG Bookstore Code - Step 2:

- Go to: https://westga.tk20.com/campustoolshighered/start.do
If Redeeming Your UWG Bookstore Code - Step 3:

- Select “Click here to purchase or register your Tk20 account” hyperlink found directly below the green log into your account button.
If Redeeming Your UWG Bookstore Code - Step 4:
- To redeem your UWG Bookstore code, select **first option**
- Press "Continue:"
If Redeeming Your UWG Bookstore Code - Step 5:

- Select “I wish to register my student account purchase made from the campus bookstore”, press “Continue”
If Redeeming Your UWG Bookstore Code - Step 6:

- Complete the “Student Account Registration for Bookstore Purchase”

- You will need to enter your UWG Student ID Number (917), and your student email address, your “MYUWG” email.
  - Any error to entering your student identification will result in a delay in account activation.

- Select “Submit”: 

![Student Account Registration for Bookstore Purchase form](image)
Account Activation Information

• Account activation is not immediate, and generally takes 24 hours; however, it may take about 2-3 business days from the time you either

1. registered your 34 digit student access code purchase (Bookstore purchase) OR
2. after you received your purchase confirmation email from Watermark (Watermark purchase)

• You will receive an activation email from Watermark as soon as your account has been activated.

• Login to your Tk20 account through the westga.edu website following the instructions outlined in the “How to log into my Tk20” account on the West Georgia Tk20 webpage.

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