Check Cashing Guideline

Guideline
The University of West Georgia (UWG) will cash personal checks for students at the cashier’s office up to $40 with valid student identification.

UWG payroll checks for student workers may be cashed for amounts not to exceed $200 and may be cashed at the cashier’s office with valid student identification.

A service fee of $25 will be charged for all returned checks.

Restrictions
- Students charged with a service fee will be prohibited from check cashing privileges for the remainder of the academic term.
- Students must be enrolled in classes for current term.
- Dollar limit is $40 for personal check and $200 for UWG payroll.
- The University will not cash third party checks.

Procedure
- Students should make checks out to the University of West Georgia.
- Students should present a valid and current student ID.

Applicable Forms
- NA