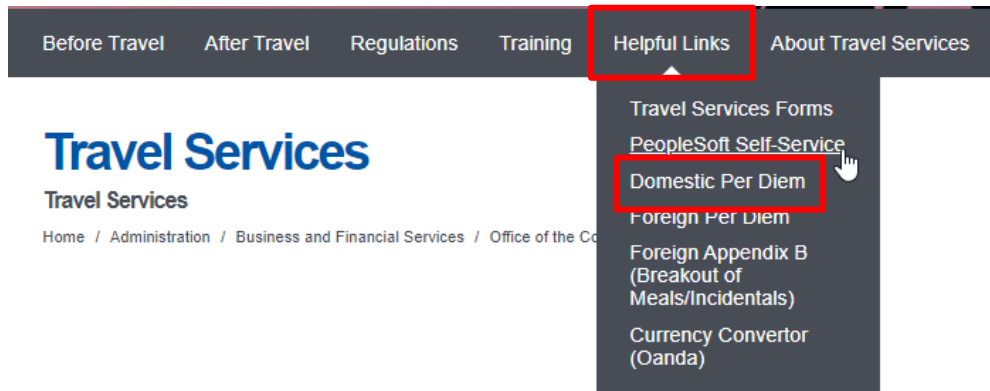


Instructions to Log into your PeopleSoft Account

1. Go to Travel Services website at <https://workwest.westga.edu/administration/business-and-finance/controller/travel-services/>.
2. Select Helpful Links then PeopleSoft Self-Service.



3. The PeopleSoft Self-Service link will take you to the GeorgiaFIRST website. Select GeorgiaFIRST Self-Service to access your main page in PeopleSoft.



Delivering Trusted Financial Management Solutions

- Home
- Downtime Calendar
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PeopleSoft Financials was implemented at the teaching institutions of the University System of Georgia, along with the University System Office (USO), under the project name "GeorgiaFIRST" in January 1998. The GeorgiaFIRST PeopleSoft Financials application model is a fully integrated, Oracle-based technology suite of software applications managing the financial data that meet BOR and USG institutional needs for information used in decision-making. The single application model and a consolidated database containing the data for all institutions are centrally hosted at ITS, and ITS distributes all software upgrades and releases. This web site provides information relevant to the model application, including business processes and changes or updates to the model, as well as many informational aids and tips.

Some pages in this site contain proprietary information and are restricted to University System of Georgia personnel. To obtain a user name and password, contact the ITS Helpdesk.

Subscribe to our mailing list

This list is intended for all customers of the GeorgiaFIRST PeopleSoft Financials application. If you are a Budget User responsible for creating/maintaining budgets at your institution, please click the radio button at the bottom of this form to also sign up for the first-lb@listserv.uga.edu listserv.

* Indicates required

Email Address *

First Name *

Active GeorgiaFIRST Financials User

Self-Service Users

Enter Travel, Approve ePro Requisitions and other Worklist Items.

[GeorgiaFIRST Self-Service](#)

Core Users

Enter and process financial transactions, run reports or queries, analyze financial data.

[GeorgiaFIRST Financials](#)

New GeorgiaFIRST Financials User

Register as a new Self-Service user.

[Register For My Account](#)

Global GeorgiaFIRST Financials

4. You will have to log in with your PeopleSoft log in information before the main page will show. Here you can create, review, modify, or delete an expense report by selecting the appropriate tile option.