



Quarter	Year
---------	------

**Please read REGISTRATION PROCEDURES listed below this form.**

Some courses require entry codes as indicated by the ">" sign before the course listing in the Time Schedule. Please obtain this code BEFORE returning this form to the Registration Office, 225 Schmitz Hall. Entry codes are only available through the department offering the course. The Registration Office is unable to add such courses without this 5 digit code. Refer to Item #4 listed on the back of this form.

Registration for Access students is limited to 100-400 level courses. Registration is NOT PERMITTED in English 100, 101, 102, Math 098, Educational Outreach courses, Distance Learning courses, studio, laboratory courses, and honors sections. You may register for 500 level graduate courses with the approval of the instructor by obtaining an entry code from the department or instructor.

All courses are taken on an Audit basis. Transcript records are not maintained for ACCESS registrations.

Name (Last)	(First)	(M.I.)	ACCESS Student Number
Address (Street)	(Apt.)		
(City)	(State)	(ZIP)	Work Telephone
Social Security Number (mandatory)*	Date of Birth (Mo., Day, Yr.)		Home Telephone
Have you ever been a student at the UW? If so, what year? _____	Former Name (if applicable)		Email Address
Release of Student Directory Information? <input type="checkbox"/> Yes <input type="checkbox"/> No			

**COURSES REQUESTED IN ORDER OF PREFERENCE**

	SLN	DEPARTMENT	COURSE NUMBER	SECTION	NUMBER OF CREDITS	ENTRY CODE	AUDIT
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							

\* Required by Taxpayer Relief Act of 1997.

Number of Credits	Date	Staff Initials
-------------------	------	----------------

Please indicate if you wish to be registered for one or two of the above listed courses:

- One
- Two

**Please Note:** Access students attend classes on an audit basis. As auditors, they may not participate in class discussions, take tests or submit papers.

UNIVERSITY OF WASHINGTON  
**REGISTRATION PROCEDURES FOR THE  
ACCESS PROGRAM**

1. The ACCESS Program allows Washington residents who are 60 years of age and older to register on a space available basis as auditors in one or two University of Washington courses per quarter. You may attend class with the permission of the instructor, beginning the first class day. See Number 5 below for registration times.

2. Course information is available via the University's Time Schedule on-line. The Web address (URL) for the Time Schedule is: <<http://www.washington.edu/students/timeschd/>>

OR

from the University's Homepage, click on Students, Faculty, Staff, Student Guide, then click on Time Schedule.

3. ACCESS students are not eligible to register for English 100, 101, 102, Math 098, Educational Outreach courses, Distance Learning courses, studio, laboratory courses, or honors sections. You may register for 500 level graduate courses with the approval of the instructor by obtaining an entry code through the department.

4. **Entry Codes:** Courses listed in the quarterly Time Schedule with a ">" require entry codes. Phone the department offering the course to find the correct person to contact for entry codes (call the University Operator @ 543-2100 for department phone numbers). In some departments entry codes are available from the advisor, while in other departments you will need to ask the instructor for an entry code. You must obtain the required code before coming to the Registration Office to register.

5. **In-Person Registration:** ACCESS registration is held from 8:00 a.m. to 5:00 p.m. beginning the third calendar day of each quarter through the fifth calendar day of the quarter.

**Mail-In Registration:** The Registration Office processes mail-in Registrations at 8:00 a.m. the first day of ACCESS registration. If you are unable to come in person during registration, you may pick up a registration form in 225 Schmitz Hall and mail it to the Registration Office. The address is:

ACCESS Registration  
Box 355850  
Seattle, WA 98195-5850

Please be sure to include the entry code if it is required to add a specific course.

6. A \$5.00 service fee is charged whether you register for one or two courses. The Registration Fee is nonrefundable if you register for a course and later withdraw.

Each registered student will also be charged a quarterly Technology Fee of approximately \$4.00 per credit. All fees are due on the tuition due date.

7. You may obtain a permanent ID Card the first time you register through the ACCESS Program. Each quarter a new registration validation sticker will be mailed to you. This sticker makes you eligible to use the library and to obtain an e-mail account through the Computing and Communications Office. You are also eligible to obtain a U-PASS sticker. Please contact the Registration Office for more information about the U-PASS.