

ATTENTION: PCC Wellness & Rec Center Employee Member

PCC Wellness & Rec. Center has completed the transition to scan only access to utilize this facility and the door is locked and will only open with appropriate scan access.

To get access to this work-out facility, you will need to:

STEP 1:

<u>Complete</u> a new employee membership application & agreement. This new application is located online at this link https://pueblocc.formstack.com/forms/rec_03

 If you completed an old hardcopy application, based on the changes in the facility operations, you will need to complete a new online application & agreement based on the new operations of the facility

STEP 2:

<u>Complete</u> the form to request scan access & <u>Return</u> your completed form to the Welcome Center to request scan access placed on your PCC Staff ID (form is available at Welcome Center or flyer holder outside of the Rec Center)

- On the form, provide your: @pueblocc.edu email, S#, first name, last name, and cell phone number
- Welcome Center (1st floor of Student Center) and open Monday Friday, 8am 5pm

<u>AFTER</u> you complete <u>all the steps</u> (outlined above), you will have scan access to use the facility

- Access may take up to 24 48 hours AFTER, you complete all steps above
- If you have any issues with door access, please email Shirley Carey at <u>Shirley.Carey@pueblocc.edu</u> from your @pueblocc.edu email to share the details of your access concern—also include your S#

For more information, visit this webpage https://pueblocc.edu/RecCenter or call the Wellness & Rec Center front desk at 719.549.3063.

Have a great day!

Wellness & Recreation Center Team