

ATTENTION: PCC Pueblo Campus Students

(Applicable to students that are enrolled <u>and</u> actively taking classes in the current semester <u>with</u> at least 1 class on the Pueblo campus)

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 waiver for students using this facility. This waiver located online at this link https://pueblocc.formstack.com/forms/rec_01

STEP 2:

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

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

After you complete and return the form to the Welcome Center, it will be processed and you will receive a follow-up email from "HIDOrigo@cloudservices.hidglobal.com"

STEP 3:

Check your @student.cccs.edu email

- Open email & follow the instructions to install the "HID Mobile Access App" the
 invitation code will expire in 5 days please complete this as soon as possible
 - o **Check your junk mail** to ensure that you don't miss this email

<u>AFTER</u> you complete <u>all the steps</u> (outlined above), install and activate the "HID Mobile Access App" from your @student.cccs.edu email, 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 @student.cccs.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