



### **Open Lab Use Policy (updated 2/28/2024)**

- Only current students with a valid UW ID card will be admitted to the lab. If you do not have your card, you must provide us your student ID # for the IT HelpDesk to validate your student status.
- No guests are allowed. This includes spouses, children, friends and family members.
- No food or drink is permitted in the lab.
- Please respect the rights of other users in the labs. No loud talking, music, noise, or cellular phones.
- No tampering of lab equipment (software/hardware).
- Each student gets \$40 worth of free printing per quarter. No extra funds will be added to your printing account.
- If the lab is full, please limit your time to no more than two hours so that others can use the computers.
- The lab staff will assure that machines function properly and assist with basic questions.
- Always be cautious about visiting unknown websites.
- Make sure to sign out when you finish using the computer.