

## Gaining Access to Emory University Woodruff Physical Education Center

A list of authorized users has been provided to Betsy Stephenson, Director of Athletics & Recreation, in the Woodruff Physical Education Center (WoodPEC) at Emory University. To qualify as an authorized user under this agreement, one must meet one of the following criteria:

- Be employed as a faculty or staff member in *The Wallace H. Coulter Department of Biomedical Engineering at Georgia Tech and Emory University (BME)*, with the hiring line through Georgia Tech.
- Be enrolled as a graduate student in the Biomedical Engineering (Joint) Ph.D. Program.
- Be enrolled in the Bioengineering Program *and* have BME as the home department *and* work with an Emory faculty advisor. (This agreement **does not** extend to all students enrolled in the Bioengineering Program).

To be granted access to the WoodPEC, an individual meeting one of the above criterion must comply with the following:

- Go to the WoodPEC Membership Office (Room 106) located on the first floor next to the Equipment Room. Office hours are Monday thru Friday, 11:00 a.m.–1:00 p.m. and 5:00 p.m. – 7:00 p.m.
- Present a Georgia Tech Buzz Card (the official Georgia Tech I.D. card).
- WoodPEC Membership Office personnel will verify that the requestor's name is on the list of authorized users.
- Faculty and staff must present proof of payment for use of Georgia Tech athletic facilities or pay the cost of using the WoodPEC. Annual membership costs \$90.00 and runs one year from the date of purchase. Monthly membership is not available, nor are prorated payments and/or rates..
- Students do not need to present proof of payment for use of Georgia Tech athletic facilities.
- For a fee of \$8.00, the user will be issued an Emory Affiliate I.D. Card, which is required for entry to the WoodPEC.
- The authorized user will be issued a receipt by the WoodPEC Membership Office, which must be presented to the Emory Card Office staff before the I.D. card will be made. The Emory Card Office is located in the Dobbs University Center (DUC). Office hours are Monday thru Friday, 7:00 a.m.-3:00 p.m. Payment for the card will be made at the Emory Card Office.

The list of authorized users will be updated each semester and provided to Megan Ahrens who processes facility memberships. Megan's phone number is (404) 727-6733.

The agreement does not extend to family members of authorized users. Family members must pay the membership fee. Details will be handled by the WoodPEC Membership Office staff.

For information on WoodPEC's hours of operation, classes, etc. call (404) 727-5196 or visit [www.wpec.emory.edu](http://www.wpec.emory.edu).

