



## OFFICE OF THE REGISTRAR

UNIVERSITY of WASHINGTON | TACOMA

### To Complete the Application and Registration Process as a non-matriculated student under the age of 18:

The University of Washington (UW) welcomes learners under the age of 18. It is important that you and your family become familiar with particular responsibilities that apply to you as a student under the age of 18 attending UW.

If you are under 18 on the day you completed the NM student application, print this notice and acknowledgment form. Complete and submit this Under 18 Release Form to [reguw@uw.edu](mailto:reguw@uw.edu).

MyUW is the web tool at <https://my.uw.edu/> that you will use to see your classes, request official transcripts and view your unofficial transcripts (grades).

If you have questions about your non-matriculated registration as an under 18 student, please contact the University of Washington Tacoma's Office of the Registrar (253-692-4913 or [reguw@uw.edu](mailto:reguw@uw.edu)).

### I am under 18 and my parent/guardian and I understand the following nine points:

Attending classes as an under 18 student:

- As a student taking classes at the University of Washington I am choosing to be in an adult-oriented learning environment and recognize that course content, instructor focus and class discussions will not be amended to account for my age. UW staff expects mature, adult behavior and will provide follow-up on non-attendance or provide feedback on academic progress only to me, the student.

Registering and earning college credit as an under 18 student:

- All policies regarding grading, class attendance, registration deadlines, tuition payments, and college procedures apply to me and exceptions will not be made because of my age. I will be expected to follow the NM registration process to register for classes and make adjustments to my schedule. I will be expected to use MyUW to review and access my Account Summary for any charges assessed and to review my unofficial transcript which will reflect my grades.
- Grades earned in classes will become part of my official UW transcript and will not be eligible for adjustment at a later date due to my being under 18 when they were earned. If I am interested in transferring credits earned at UW back to my high school, I will consult with my high school counselor ahead of time to learn what my transfer options are. Likewise, if I am interested in transferring college credit earned at UW to another college or university, I will consult with admissions staff at the receiving institution to become aware of their transfer credit policies.

Paying for classes as an under 18 student:

- Tuition and fees assessed on the class will be under my name and I will be responsible for ensuring that my account remains in good standing. Payments can be made using the UW recommended methods as outlined at <https://finance.uw.edu/sfs/tuition/payments>
- I understand that should I fail to pay any past due accounts (by the required due date), a late payment fee may be assessed, and my right to register for classes and other services may be withheld in accordance with UW policy until I pay all past due balances. I understand that any delinquent debts may be reported to a credit bureau and referred to collection agencies.

Accessing my student records as an under 18 student:

- All students attending UW, regardless of age, are protected by the federal Family Educational Rights and Privacy Act (FERPA). FERPA provides me with the right to review, restrict access and seek amendment to my educational records. The same law prevents UW from releasing any information on my student records, including billing and registration information to anyone without written permission from me. For more information, please review UW's FERPA policy at <https://www.tacoma.uw.edu/registrar/ferpa-students>
- I will access my MyUW account using the secure password that I will create. I will not share my confidential password with anyone else, including my parents or guardians.

## Name, Contact Information, and Signature:

Student Name:

Student Date of Birth:

Student Signature:

Date:

Parent/Guardian Name:

Parent/Guardian Signature:

Date:

Parent/Guardian Address: