

# Platinum Memberships for Use of the UAS Student Recreation Center:

There are a few steps to get you in the system for this purpose:

1. Obtain a UAS ID Number by following the directions below. **If you have been a student, staff or faculty member in the past, you are already in the system and can skip this step.**
2. Visit or call the UAS Alumni Office (796-6569) in the Soboleff Annex to pay your membership dues of \$100 per year. You can also pay online if you choose at <http://www.uas.alaska.edu/alumni/join-us.html>.
3. Visit the Student Rec Center to pay their membership fee.  
*This is the same fee that is charged to faculty and staff for them to use the facility.*
4. If you haven't already, visit Student Accounts in the Novatney Building to have your picture taken and to receive your Whale Card.

## HOW TO USE UA ONLINE TO CREATE A NEW UAS ID NUMBER:

*Again, if you have been a previous student, staff or faculty member, you do not need to do this.*

In order to build you in the UA system and provide you with a Whale Card to swipe at the Rec Center, Platinum Members are asked to please take a moment to **visit UA Online and apply as a "Non-Degree Seeking Student."** This will provide you with an ID number which is used to create the Whale Card in Student Accounts.

Below are the Screen Shots that you will see as you progress through the process.

To begin, use a computer to access the following **secure site:** <https://uaonline.alaska.edu/> and choose **"Apply for Admission or Check on Status of Application."**



Login to Secured Area (Students, Staff, & Faculty)  
Request Information (Prospective Students)

Apply for Admission or Check on Status of Application  
Bookstores  
Campus List  
Class Schedule  
Course Catalog  
Dates and Deadlines (For Students)  
Direct Deposit Services Information  
Distance Education Gateway  
Employment Opportunities  
Financial Aid Information  
Tax Credit Information (1098T)  
Transcript Requests  
Transfer Credit Resource Site

Next, choose **"First time user account creation"** at the bottom of the screen.

Please select 1 of 3 admission pathways below:

**1. You have attended a University of Alaska (UA) Campus.**

- \* Go to [Current/Prior Student](#) to apply for admission in the secured area.
- + Enter your UA 'User ID' & 'PIN', then click 'Login'
- + Select 'Student Services'
- + Click on 'Admissions'
- + Follow directions and complete application

**2. You are applying for the first time to a University of Alaska (UA) Campus.**

- \* Go to [New Student](#) to apply for admission.
- + Create 'Login ID' & 'PIN', then click 'Login'
- + Choose 'Campus' and 'Application Type'
- + Select 'Continue' and complete application

**3. You are a new student returning to complete an application or review your admission progress.**

- \* Enter your original 'Login ID' and 'PIN' below, then click 'Login'
- + Select your 'Application in Progress' and finish application

[Click Here to watch a six minute guide to completing your online application](#)

Login ID:

PIN:

Login

[First time user account creation](#)

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Next, create a UAOnline login ID and numeric pin number of your choice.



### Admissions Login - New User

Please create a Login ID and PIN. Login ID is case sensitive.

Create a Login ID:

Create a PIN:

Verify PIN:

Login

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Next, choose as your campus "University of Alaska Southeast" and "Non-degree Seeking" as your Application Type.

NOTE: This application is for students taking classes solely for the purpose of recreation, personal interest or professional development. There is no application fee for non-degree seeking students. Non-degree seeking students are not eligible for financial aid.



### Select an Application Type

**Application fees are non-refundable.** If you applied for admission in the past, consider these things before completing a new application:

- If you were already admitted, you **may not need to apply again.**
- Do not apply again unless you want to earn more than one degree, or have been instructed to do so by your Admissions Office.
- If you were already admitted but want to change your major, [contact your campus](#) to get a Change of Major form.
- Applying multiple times will not ensure immediate registration.

If you are not sure whether you need a new application, contact your [Admissions Office](#).

To Apply for Admission:

1. Choose a campus
2. Then click on the application type
3. Then click **Continue** in the lower right corner

Campus:	Application Type:	Details:
University of Alaska Anchorage	General Program High School Graduate	This application is for students taking classes solely for the purpose of recreation, personal interest or professional development. There is no application fee for non-degree seeking students. Non-degree seeking students are not eligible for financial aid.
University of Alaska Fairbanks	Graduate Certificates	
University of Alaska Southeast	International-Bachelors	
Bristol Bay Campus	International Certificate AAS	
Chukchi Campus	Non-degree Seeking	
Interior-Aleutians Campus	Occupational Endorsements	
Kenai Peninsula College	Undergrad Cert AA AAS	
Ketchikan Campus	Undergraduate Bachelor	
Kodiak College		
Kuskokwim Campus		
Mat-Su College		
Northwest Campus		
Sitka Campus		
UAF Community & Technical College		

Continue

Next, choose the first Admission Term available in the drop-down menu. Complete First and Last Name sections and then choose "Fill Out Application."

## Apply for Admissions

Select the term you want to apply for and then enter your full legal name. When you're finished, click **Fill Out Application** to continue.

\* - indicates a required field.

**Application Type:** Non-degree Seeking

**Admission Term:\***

**First Name:\***

**Middle Name:**

**Last Name:\***

[Fill Out Application](#)

[Return to Application Menu](#)

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From this point, Fill out the Requested Sections and then press "**Application is Complete.**"

Please allow at least 24 hours for your information to be uploaded to the system.

At that time you can come in to get your Whale Card at Student Accounts in the Novatney Building top floor.

Your Whale Card will have your picture, your ID number, and a magnetic strip on the back that you will use to check into the UAS Rec Center. [Thank you for taking the time to complete this application.](#)

## Application Checklist

This is a checklist of your application sections. When you have completed each section, a checkmark will appear by that section. When you have completed all the sections, click **Application is Complete** to submit your application for processing.

If you are not able to complete your application at this time, you may select **Finish Later** and return to your application at another time. Incomplete applications will be removed from the website after 21 days.

- |  |   |
|--|---|
| <a href="#">Name</a>                     | <a href="#">High School</a>             |
| <a href="#">Second Address and Phone</a> | <a href="#">Planned Course of Study</a> |
| <a href="#">Personal Information</a>     | <a href="#">Agreement</a>               |

[Application is Complete](#) [Finish Later](#)

[If you have questions, click here:](#)

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