



English Department: Computer Lab Use Policy

Use of the computer lab is voluntary.

If you want to use the computer lab for fiscal year 2012-2013 (effective July 1, 2012) you will need to register. By registering, you will have access to the computers in the lab with printing capabilities. Paper is supplied by the department. There is a **\$20 fee per year (July 1 - June 30)**. This fee will be charged to your CARS account in July for payment by August 15. Cash or check payments are not accepted per university guidelines. At the end of the fiscal year (June 30, 2013), all users will be deactivated. You have to register again for the next academic year if you choose to continue to use the computer lab.

You can register by filling out the required fields in the computer lab registration form. Please send the form to the Graduate Advisor by June 27, 2012. Note that users get added in batches by the IT support team. If you decide later in the year to register for the computer lab, send the registration form to the Graduate Advisor. Then users will be added every two weeks.

Contact the Graduate Advisor for details: gradadvisor_english@berkeley.edu or 510-642-6732.