

VIII. INSTRUCTIONS SPECIFIC TO ENROLLMENT AT PHOENIX SITES:

Schedules are to be turned in to Laurel Haws, Program Coordinator at the Phoenix Campus (contact information below). Contact Ms. Haws for the exact deadline date.

Laurel Haws		
Program Coordinator		
The University of Arizona Health Sciences Center		602 631 6556
College of Medicine	602 631 6541 (fax)
Phoenix Campus	lhaws@u.arizona.edu
4001 North 3rd Street, Ste 130		
Phoenix AZ 85012		

You will be notified when your schedule is confirmed. Be sure to conduct a follow-up call to each site 1-2 weeks prior to your arrival to re-confirm your slot.

If you are trying to drop/add AFTER the May 1 deadline, advance consent of the site is required. Contact the respective course directors/coordinators for permission and then complete a change of schedule form with Laurel Haws.

Failure to follow these instructions may cause you to be administratively dropped from your slots.

Please direct all questions regarding enrollment at Phoenix sites to Laurel Haws, Program Coordinator at the Phoenix Campus.