

### Step 1

- Site Approves Student's Request

### Step 2

- Student completes and submits application to Department

### Step 3

- [Department](#) Reviews Application for Educational and Clinical Merit and Approves or Denies Request
- If Approved, Department Forwards Application to Curriculum for Final Decision

### Step 4

- Curriculum Approves or Denies Application
- Curriculum Notifies Student and Department

### Step 5

- Student Submits [Schedule Change Form](#)
- Forwards Approval to [SomReg@uw.edu](mailto:SomReg@uw.edu)