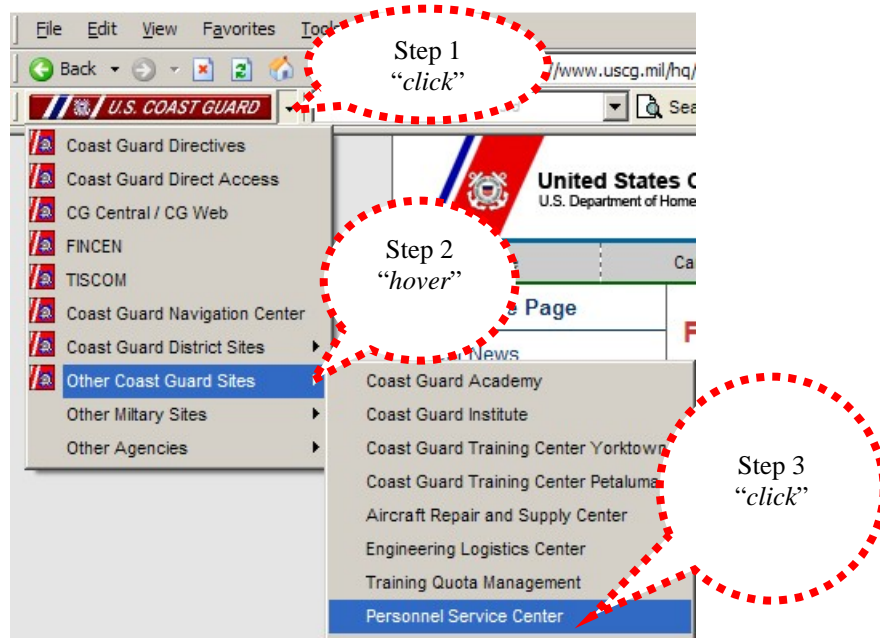# How do I access T-PAX?

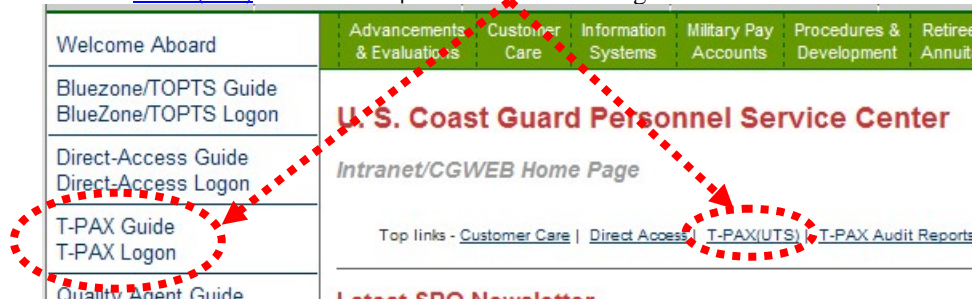**Go to PSC's intranet/CGWEB home page:**

1. *Start* **Internet Explorer.** *Click* the drop-down arrow immediately to the right of the *U. S. Coast Guard* button on the Coast Guard toolbar in Internet Explorer.

2. *Hover* the mouse pointer over Other Coast Guard Sites.
3. *Click* on Personnel Service Center on the list of other Coast Guard Units.

4. PSC's Intranet/CGWEB page will open. *Click* on the T-PAX Guide[*] or T-PAX Logon links in the left-hand column or the T-PAX(UTS) link in the Top links section of the right-hand column.

---

[*] Note: Selecting the "T-PAX Guide" link will open the online help, which also includes a Logon link. Look for the Sign In Use T-PAX button at the top of the page and *click* it to launch T-PAX