ECE ACCESS REQUEST FORM

Section 1: Access Requestor Information: Please Type/ Print Clearly. Incomplete/Illegible Forms will be returned.

REQUESTOR'S LAST NAME (Required)	REQUESTOR'S FIRST NAME(Required)	M.I.

6017090
REQUESTOR'S CATCARD NUMBER (Required)   CELL/PHONE NUMBER (Required)

UNIVERSITY OF ARIZONA E-MAIL ADDRESS (Required)   UA NetID (Required)

Requestor Status: (Check One) (Required)

☐ Faculty   ☐ Staff   ☐ Visitor   ☐ Post-Doc   ☐ Graduate Student

☐ Undergraduate Student   ☐ Other _____

Applicant Signature (Required): _____   **DATE**

"My signature on this document confirms that I have received the links of the Access Policies of the ECE Department and the University of Arizona and agree to abide by them."

University of Arizona Facilities Management Key Issuance & Return Guidelines:
https://www.fm.arizona.edu/documents/LocksandKeys/UA%20Key%20Issuance%20and%20Return%20Guidelines.pdf   **ECEBuilding/Room Access Policy:**
https://ece.engineering.arizona.edu/sites/ece.engineering.arizona.edu/files/ECE-Building-Access-Policy_August-2017.pdf

If you have received *Previous Access to the ECE Building*, Please Check the "RENEWAL" Box.   ☐   **RENEWAL**

Section 2: THIS SECTION IS FOR THE FACULTY / STAFF MEMBER AUTHORIZING ACCESS
(Shaded Areas for the Department Access Coordinators.)

Faculty/Staff, If you wish the Applicant to have access to the building after hours, please write "Entrance" in the "Requested Access" Space. Building Access is **NOT** Automatic.

Requested Access	Hook #	T-2 User #	T-3 User #	In Initial	In Date	Out Initial	Out Date

EXPIRATION DATE (4 Years Maximum.) (Required)

ECE Professor: _____   _____
PRINTED NAME (Required)   SIGNATURE (Required)

9-Jan-2024