

## Building Pass

Student Name \_\_\_\_\_

Date \_\_\_\_\_

Building Name \_\_\_\_\_ Room # \_\_\_\_\_

Days/ Dates or Semester Pass is Valid \_\_\_\_\_

**STUDENTS** – In recognition of the need of students to have a quiet, academic atmosphere in which to study/work and use the laboratory facilities necessary to perform tasks that cannot be performed elsewhere the College allows permitted students to remain in designated academic buildings after normal open hours. Students may use only equipment that is specifically authorized. Food items, beverages, and smoking are not allowed in any classroom or lab space. You shall not provide entry to anyone while you are in the building after hours. You must have a faculty member and department chair approve your request. Only permitted students (those with written permission i.e. a building pass) are given this privilege.

I agree with the terms outlined above in accordance to the Academic Building Access Policy.

Signature of Student: \_\_\_\_\_

**Faculty Department Chair:** The above student has been provided with the appropriate training to safely use college equipment.

Department Chair approval: \_\_\_\_\_ Department \_\_\_\_\_

Access will be granted by enabling the student ID card to open exterior doors, and interior doors noted above (if applicable).

cc: Department Chair  
University Police  
Card Access Administrator