

School of Informatics
Undergraduate After-Hours Access Request Form
for IT 357 Computer Classroom

Name: _____ Date: _____

Email: _____

Special request for IT 358 (green screen lab):

Special request for IT 360 (audio/video editing lab):

Time restriction: 8:00 a.m. to 6:00 p.m. Monday through Friday
Other times may be made available by special arrangement.

**Class and Reason for access:* _____

**Signature of Faculty Sponsor:* _____

**required for undergraduate students*

I have read and agree to all IUPUI and School of Informatics Computer Usage Policies. See URLs:
<http://informationpolicy.iu.edu/policies/campus.shtml>

and

<http://informatics.iupui.edu/technology/classrooms/policy>

Signature of Student: _____

Submit the completed form to Kim Melluck in IT 458 or Equipment Checkout in IT 266. Equipment Checkout is open between the hours of 1:00 p.m. and 6:00 p.m. Monday through Friday. You must also have your JagTag scanned so access can be enabled. Your 10-digit student ID will be required to enable access to IT 360.