

# School of Informatics

## Undergraduate Access Request Form for IT 270 Computer Classroom

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Email: \_\_\_\_\_

Special request for IT 358 (green screen lab):

Special request for IT 360 (audio editing lab):

Special request for IT 470 (high definition video editing room):

Special request for after- hours building access:

*\*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/policies/labs>

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

Submit the completed form to Matt Spangle in IT 266. Door updates will be done on Wednesday and Friday afternoons. Exterior door requests will be sent to Campus Police Wednesday afternoons.