ETSU Off-Site Facilities
CBORD Door Access Authorization Form

8/13/2020

Please grant access to:

Name
ID #
Expiration Date (optional)
Department (if Faculty or Staff)

**NOTE:** This access will remain in effect until the individual is no longer an active ETSU faculty, staff, or student within the ID System, unless an expiration date has been requested. If the access granted here needs to be removed, please contact the ID office.

Please select all areas this individual will need access to:

**Community Health Clinic**
- CHC Administrative Staff (4 doors)
- CHC Allied Clinical Staff (3 doors)
- CHC Clinical Staff (3 doors)
- CHC Clerical Staff (3 doors)
- CHC Pharmacist Only (4 doors)
- CHC Pharmacy Staff (2 doors)
- CHC Facilities Management Staff (3 doors)
- CHC ITS Staff (3 doors)

**Little Bucs**
- Staff (1 door)
- Family/Student Staff (1 door)

**Nave Center**
- Allied Health F/S (full access)
- Allied Health Students (limited access)
- SLP F/S (full access)
- SLP Students (limited access)

**Digital Media Center**
- DM F/S – Full Access (11 doors)
- DM Proctors – Limited Access (10 doors)
- DM Students – Limited Access (10 doors)
- DM Equipment Room (1 door)

**Natural History Museum**
- Staff – Full Access (6 doors)
- Bldg & Lab (4 doors)
- Students (2 doors)
- Limited Collections (1 Door)
- Visiting Researcher (4 Doors)

**Innovation Lab**
- Lab Admin (all doors)
- Lab Guests (7 doors)
- Lab ETSU Employee/Student (7 doors)
- Lab Board Room – Full Access (1 door)
- Lab Board Room – Limited (1 door)
- Lab Conference Room (1 door)
- Lab Training Center (1 door)

**Valleybrook Facility**
(mail to: varneyk@etsu.edu for pre-approval)
- Gate Only (1 door)
- Gate & Front Door (2 doors)

Authorized By (print or type)
Signature
Phone #

Department
Job Title
Date

Please send this form to the ID Services Office, access should be granted within 48 hours. (Excluding weekends & holidays)
Campus ID Services Office  Campus P.O. Box 70611  Phone: 439-8316  E-Mail: IDBUCS@etsu.edu