ETSU Off-Site Facilities
CBORD Door Access Authorization Form

Please grant access to:

<table>
<thead>
<tr>
<th>Name</th>
<th>ID #</th>
<th>Expiration Date (optional)</th>
<th>Department (if Faculty or Staff)</th>
</tr>
</thead>
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**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.**

Community Health Clinic
- ☐ CHC Administrative Staff (4 doors)
- ☐ CHC Allied Clinical Staff (3 doors)
- ☐ CHC Clerical Staff (3 doors)
- ☐ CHC Clinical Staff (3 doors)
- ☐ CHC Facilities Management Staff (4 doors)
- ☐ CHC ITS Staff (3 doors)
- ☐ CHC Pharmacist Only (4 doors)
- ☐ CHC Pharmacy Staff (2 doors)
- ☐ CHC West Door (1 door)

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)

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)

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

Martin Center for the Arts
- ☐ Martin Center Admin (Full access, 6 doors)
- ☐ Music Faculty/Staff (Full access, 5 doors)
- ☐ Music Day Students (Limited access, 3 doors)
- ☐ Music Evening Students (Limited access, 2 doors)
- ☐ Music Weekend Students (Limited access, 2 doors)
- ☐ Theatre Faculty/Staff (Full access, 6 doors)
- ☐ Theatre Students (Limited access, 3 doors)

Millennium Center
- ☐ Faculty/Staff (2 doors)
- ☐ Students

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

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

Valleybrook Facility
(mail to: ODOML@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  
Campus P.O. Box 70611  
Phone: 439-8316  
E-Mail: IDBUCS@etsu.edu