ETSU Off-Site Facilities
CBORD Door Access Authorization Form

Please grant access to: 03/18/2016

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

Please list all areas this individual will need access to:

Child Study Center
- ___ Staff
- ___ Family/Student Staff

Community Health Clinic
- ___ CHC Administrative Staff
- ___ CHC Allied Clinical Staff
- ___ CHC Clinical Staff
- ___ CHC Clerical Staff
- ___ CHC Pharmacy Staff
- ___ CHC Facility Management Staff
- ___ CHC OIT Staff

Digital Media Center
- ___ DM F/S – Full Access
- ___ DM Proctors – Limited Access
- ___ DM Students – Limited Access

Innovation Lab
- ___ Lab Admin (all doors)
- ___ Lab Guests (7 doors)
- ___ Lab Staff (7 doors)
- ___ Lab Board Room (1 door)
- ___ Lab Conference Room (1 door)
- ___ Lab Training Center (1 door)

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

Valleybrook Facility
- ___ Gate Only
- ___ Gate & Front Door

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.
Campus ID Services Office   Campus P.O. Box 70611   Voice: 9-8316   Fax: 9-8305   E-Mail: IDBUCS@etsu.edu

**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.**