Tick and Fill in the required information. The Laboratory Access Quiz on the reverse side must also be completed.

No Access To ANY Lab Is Permitted When A Subject Laboratory Is Running

To Obtain Access:
1. Tick box for the appropriate access you are requesting
2. Have the supervisor (for the subject you are requesting access) sign the form
3. Answer correctly all the questions on the back
4. Give form to Stores Officer in 35.132A to obtain access

☐ Undergraduate Access
Digital Lab (35.129)  8:00 – 20:30 Mon - Fri
Subject required for:_________________
Access Expires at end of session
Supervisor Name:_________________ Supervisor Signature:______________

☐ ECTE250/350 Access
Digital Lab (35.129)  8:00 – 20:30 Mon - Fri
Projects Lab (35.130)  7:00 – 20:00 Mon - Fri
Access Expires at the end of Spring Session
Supervisor Name:_________________ Supervisor Signature:______________

☐ Thesis Access
Digital Lab (35.129)  8:00 – 20:30 Mon - Fri
Projects Lab (35.130)  7:00 – 22:00 Mon - Fri
Access Expires at the end of Spring Session
Supervisor Name:_________________ Supervisor Signature:______________

☐ Postgrad Access
Digital Lab (35.129)  8:00 – 20:30 Mon - Fri
Telecom Lab (35.137)  9:00 – 15:30 Mon - Fri
Access Expires at the end of session
Supervisor Name:_________________ Supervisor Signature:______________

Other Laboratory Access
Laboratory access to all other rooms are only available for project related work and application is requested via the “Project Form”

I agree that I shall:

i comply with the safety instructions as contained in the document entitled Laboratory Safety Regulations and the notices printed on the entry doors - all of which I have read;

ii ensure that all security precautions are taken, i.e. Locking of doors and windows before vacating the area;

iii not allow other people (authorised or not) into the laboratory;

iv ensure that at least one other authorised student shall be present whilst I am working in a laboratory and advise the Administrative Staff in the School Office (35.G43) if I lose my ID card.

I agree to abide by the above rules and understand that access may be denied and my results may be withheld if I fail to comply with the above.

Name: ........................................................ Signature: ........................................................
Student No.: ............................................... Date: ..........................................................
Email Address: .......................................... Date Issued: .............................................
Access Provided By: ............................... Date: ..........................................................
SCHOOL OF ELECTRICAL, COMPUTER AND TELECOMMUNICATIONS ENGINEERING

Laboratory Access Quiz

To obtain access to the required laboratories this quiz must be completed and handed in together with the Laboratory Access Form. **A pass mark of 100% is required to gain access privileges.** The quiz must be taken each time a submission for access is made.

Name: _____________________  Student Number: _____________________

**Questions (Tick the box)**

1. Are any bags allowed in the laboratories?
   - [ ] Yes
   - [ ] No

2. Are thongs or sandals allowed in any of the laboratories?
   - [ ] Yes
   - [ ] No

3. Are thongs or sandals allowed in the digital lab (35.129)?
   - [ ] Yes
   - [ ] No

4. Are you permitted to eat in the laboratories?
   - [ ] Yes
   - [ ] No

5. Are you permitted to drink in the laboratories?
   - [ ] Yes
   - [ ] No

6. Are you permitted to vandalise equipment in the laboratories?
   - [ ] Yes
   - [ ] No

7. Are you permitted to take equipment out of the laboratories?
   - [ ] Yes
   - [ ] No

8. Can you allow other people (authorised or not) into the laboratory?
   - [ ] Yes
   - [ ] No

9. Can your access be cancelled if you break any of the laboratory rules?
   - [ ] Yes
   - [ ] No

10. What is the minimum number of people allowed in a laboratory at any time?
    - [ ] 1
    - [ ] 2
    - [ ] 3

11. Where are bags allowed to be stored?
    - [ ] Neatly outside the doors of the laboratory
    - [ ] In the racks next to the Storeman’s office