

## MMG Key/Swipe Access Request Form

Please email this form to: [marian.e.miller@med.uvm.edu](mailto:marian.e.miller@med.uvm.edu). If you are an undergraduate student requesting a physical key, please cc your "MMG sponsor" (the faculty member you will be working with).

We submit swipe access request forms on Mondays. It can take a week or so to process the access approvals and submit to the CATCard office. Please check you access daily and if after one week you still don't have it , please email: [marian.e.miller@med.uvm.edu](mailto:marian.e.miller@med.uvm.edu).

Name: \_\_\_\_\_ Role: \_\_\_\_\_

Lab: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_ Student: Last 4 digits of 95 #: \_\_\_\_\_

If applicable, university office address:

\_\_\_\_\_

Spaces you need swipe access to (e.g. Stafford Hall, HSRF Biowaste Shed, etc.):

Building Name	Room # (s)	Lab? (Y/N)

Spaces you need a physical key to (e.g. Stafford 208):

Building Name	Room # (s)	Lab? (Y/N)

Explain need for key/access:

\_\_\_\_\_

If student, dates access needed (e.g. Fall 2019 – Spring 2020): \_\_\_\_\_

If requesting access to a lab, lab safety trainings and dates completed. If preferred, can choose to attach lab safety transcript instead. (Please note that the HSRF Biowaste Shed requires Biowaste Management Procedures training.):

Type of Training	Date Training Completed