

Chadron State College
Request for IT/Miller Door Access

Signatures below indicate an understanding and agreement of the liability issues (including expenses) related to the issuance of CSC key(s); inappropriate use of keys may result in disciplinary or legal action.
See Employee Handbook, page 5, for key policy.

Employee Name: _____ NUID: _____

Employee Signature: _____ Date: _____

Reason for Access: _____

Access Requested:

Information Technology

24/7 Access	Other Access Hours	Door
<input type="checkbox"/>		Miller Hall South External
<input type="checkbox"/>		Miller 104
<input type="checkbox"/>		Miller 108
<input type="checkbox"/>		Miller 109
<input type="checkbox"/>		Miller 110
<input type="checkbox"/>		Miller 115 East
<input type="checkbox"/>		Miller 115 West
<input type="checkbox"/>		Miller 116
<input type="checkbox"/>		Miller 125
<input type="checkbox"/>		Miller 1 st Floor Closet East
<input type="checkbox"/>		Miller 1 st Floor Closet West

Supervisor Approval/Signature: _____ Date: _____

CIO Approval/Signature: _____ Date: _____

To be Completed by Department of Information Technology

ID Card System Entry: _____ Date: _____

Person in Group – Group Name(s): _____

Group in Rule Set – Rule Set(s): _____