

	Opens all doors both exterior and interior in a designated group of buildings	Does Requester Respond to Emergencies in Requested Buildings?	Does Requester's Job Duties Require Access to All Doors in Designated Group of Buildings?	Does Requester Require Access without involvement of others (i.e. Building Manager or Police) who could provide them emergency access?	Does Requester Have Complete Authority Over All Areas/Doors Within Designated Area?	*Has a criminal background check been done and if so, have results of requestor's criminal background check been received?
		Yes _____ No _____	Yes _____ No _____	Yes _____ No _____ _____	Yes _____ No _____	Yes _____ No _____ N/A
	Opens all doors both exterior and interior in a single building	Does Requester Respond to Emergencies in Requested Buildings?	Does Requester's Job Duties Require Access to All Doors in Designated Building?	Does Requester Require	Does Requester Have Complete Authority Over All Doors/Areas Within a Single Building?	*Has a criminal background check been done and if so, have results of requestor's criminal background check been received?
		Yes _____ No _____	Yes _____ No _____	Yes _____ No _____ _____	Yes _____ No _____	Yes _____ No _____ N/A

Monday through Friday 6:00 am to 7:00 pm	y	Faculty/Staff Member primarily works during normal business hours when building is already open	On rare occasions, if employee works outside normal hours higher level access can be arranged through Access Control Section.	Individuals' job duties require that they have access to open the door(s) requested.	*Has a criminal background check been done and if so, have results of requestor's criminal background check been received?
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Yes _____
No _____

Yes _____
No _____

Yes _____

No

Yes _____ No
_____ N/A _____

Monday through Friday 6:00 am to 7:00 pm		Faculty/Staff Member primarily works during normal business hours when buildings are already open	On rare occasions, if employee works outside normal hours higher level access can be arranged through Access Control Section.	individuals' job duties require that
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<p>Monday through Sunday 6:00 am to 1:00 am in Assigned building only</p>	<p>Faculty/Staff member frequently works outside normal business hours when building is normally closed. N</p>	<p>On rare occasions, if employee needs access to other buildings higher level access can be arranged through Access Control Section.</p>	<p>Individuals' job duties require that they have access to open the door(s) requested?</p>	<p>*Has a criminal background check been done and if so, have results of requestor's criminal background check been received?</p>
	<p>Yes _____ No _____</p>		<p>Yes _____ No _____</p>	<p>Yes _____ No _____ N/A _____</p>
<p>Monday through Sunday 6:00 am to 1:00 am in designated buildings</p>	<p>Faculty/Staff member frequently works outside normal business hours when building is normally closed</p>		<p>Individuals' job duties require that they have access to open the door(s) requested.</p>	<p>*Has a criminal background check been done and if so, have results of requestor's criminal background check been received?</p>
	<p>Yes _____ No _____</p>	<p>Yes _____ No _____</p>	<p>Yes _____ No _____</p>	<p>Yes _____ No _____ N/A _____</p>
<p>Total Access to All Academic/Administrative Buildings 24/7 and 365 days per year</p>	<p>Does Requester Respond to Emergencies in Requested Buildings?</p>	<p>Does Requester's Job Duties Require Access to All Card Swipe-equipped Doors in Designated Buildings?</p>	<p>Does Requester Require Regular Recurring Access without involvement of others (i.e. Building Manager or Police) who could provide them emergency access?</p>	<p>*Has a criminal background check been</p>

Yes _____
No _____

Yes _____
No _____

Yes _____

No

Yes _____
No _____
N/A _____

Total Access to
Administrative
Halls 24/7 and 365 days per year

Academic,
Residence

Does Requester
Respond to
Emergencies in
Requested
Buildings?

Does Requester's Job
Duties Require Access
to All Card Swipe-
equipped Doors in
Designated Buildings?

Does Requester Require **Regular
Recurring** Access without
involvement of others (i.e. Building
Manager or Police) who could
provide them emergency access?

	24/7 Access in Residence Halls	Does Requester Respond to Emergencies in Requested Buildings?	Does Requester's Job Duties Require Access to All Card Swipe-equipped Doors in Designated Building?	Does Requester Require Regular Recurring Access without involvement of others (i.e. Building Manager or Police) who could provide them emergency access?	Does Requester Have Complete Authority Over All Card Swipe-Equipped Areas/Doors Within Designated Buildings?	*Has a criminal background check been done and if so, have results of requestor's criminal background check been received?
		Yes _____ No _____	Yes _____ No _____	Yes _____ No _____	Yes _____ No _____	Yes _____ No _____ N/A _____