

Interdisciplinary Simulation Center

J. Harold Harrison, M.D. Education Commons

ISC Locker Unlock Authorization and Recording Form

Student Name		Faculty Name	
Locker Number		Course Number	
Date		Program	
Unlock Time	12:00 PM / 4:30PM	ISC Staff Member	

Student Terms for this Unlock Authorization

By signing below, I, ______, attest that the above enumerated locker contains items of my personal ownership, of which I have sole right of ownership to. I have presented my photo ID to the ISC staff member listed below and affirm that this request is being made in good faith. I also confirm that I understand that this locker unlock service will only be performed on the authorization of the course faculty undersigned below. Additionally, I confirm that I have read the ISC policy and procedure regarding locker use, part of the ISC Code of Conduct, included on the back of this document.

Student

Date

ISC Staff

Date

Faculty Terms for this Unlock Authorization

By signing below, I, ______, faculty for the above listed course, authorize this locker unlock for the student and locker listed above. To the best of my knowledge I acknowledge that this unlock is being performed in good faith. I also confirm that I have read and understand the ISC policy and procedure regarding locker use, part of the ISC Code of Conduct, included on the back of this document.

Faculty Date

ISC Staff Use Only				
After the first time a student forgets their locker number a 24 hour waiting period will be <u>mandatory</u> .				
Forgot Locker #?	Yes / No	Repeat Number:		
If Yes, First Time?	Yes / No	Scheduled unlock date/time:		

Augusta University Interdisciplinary Simulation Center

Mailing Address: 1120 15th Street, GB3203 Augusta, Georgia 30912 Office Address: 1301 RA Dent Blvd, GB3203 Augusta, Georgia 30909 **T** 706-721-9165 **F** 706-721-6952

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Form ISC-07(2016)



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ISC Policy and Procedure Regarding Locker Use Excerpt from the ISC Code of Conduct:

All ISC participants:.....

- 13. Expressly agree, by using the ISC lockers, to release and hold Augusta University and the ISC harmless for any loss resulting in their use and to submit to searches deemed necessary for operations and public safety.
- 14. Understand that locker unlocks will only be performed twice daily at 12PM and 4:30PM and only with AU issued photo identification. All unlocks require the participant and instructor to fill out an ISC Locker Unlock Authorization and Recording Form.
- 15. Understand that participants who forget their locker number may be required to wait until all other participants have left for the day to perform a locker search. This service will be performed once per student per semester. Subsequent requests for locker searches will incur a \$25 fine, and habitual offenders may be subject to a 24 hour waiting period. An inventory of the contents, including photography, may be taken at the discretion of the ISC staff.

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