

Regulation for Access to Physical Properties Lab

I. Access Card Rule

1. Who wants to enter the lab, needs to fill in the application form (please see page 2). Please download the form or obtain it from Room 109-B of Materials Science & Technology Building. Remember to bring your Student ID for the access card process.
2. The lab access card expires after one year. Then you need to re-apply for a new one.

II. Regulation

1. Anyone who lends the access card to the other people will be suspended from using the lab for half a year and his/her advisor will be notified.
2. To use each equipment, please register with the person in charge of the equipment. The lab is only responsible for the entrance access. Any damages on the equipment or related issues, please report to the person who is in charge of that equipment
3. The access card of this lab is set up based on the student ID. We do NOT have any copy of your student ID, therefore please utilize your card carefully.
4. The lab needs to be kept clean all the time. Please take your trash with you when you finish with the lab. Anyone violating this rule will be suspended from using the lab for two weeks.
5. Food inside the lab is prohibited
6. For any question, please call ext. 33845, Room 109-B of Materials Science & Technology Building.

Lab Manager : Shi, Yanrong 石晏榕



Department of Materials Science & Engineering

Access card application form

Name		Advisor	
Student ID		Email	
Phone number		Cell Phone	
Application date		Expiration date	To
Advisor' s signature		Card number (No need to fill in)	

Official use only :

1.Date the access card cancelled :

2.Reason of access card cancellation :

