

**Winthrop University**  
**College of Business Administration**

**Student ID Card Access Agreement**

Winthrop University College of Business grants access to resources indicated below for 24 hours a day including weekends but exclusive of semester breaks, winter, and summer vacation. The access is granted only to the student listed below and is only valid for the period during which the student is actively enrolled at Winthrop University in a College of Business Administration major/minor, or is taking one or more College of Business Administration classes. Students who wish to have semester break or summer access must complete a separate CBA Summer/Break Student ID Card Access Agreement and have the same approved by a CBA department chair.

**The student understands and agrees to the following conditions:**

- Access to Carroll Hall and Thurmond Hall after normal hours is a privilege, not an entitlement.
- The privilege is granted through this agreement is extended ONLY to the below named student. He/she is not to provide access to the building to any other individual. Each individual is required to scan their own ID card for access to the building.
- The student **must have his/her Winthrop ID in his/her own possession while in the building.**
- The student agrees NOT to use any equipment for which he/she has not received proper training
- He/she will return equipment to its original state. E.g. turn off lights, projectors, etc...
- **The student will not bring food or drink into the building at any time.**
- **He/she will not prop, jam, or otherwise cause to remain open any door.**
- The student will report suspicious activities and/or any emergencies to Campus Police immediately (803-323-3333).
- Should the student feel the need for a safety escort they will call campus police at (803-323-3333).
- The student will use the building after normal hours only for work related to CBA coursework or CBA authorized activities. Personal use of the building is not permitted.
- **Failure to follow any of the rules listed above will result in the immediate and likely PERMANENT LOSS of card access privileges.**

My signature on this agreement confirms that I have read and understand all of the points listed above. Further I understand and agree that my use the facilities is at my own risk. I agree that access is a privilege and if I am found to be abusing that privilege my access to the facilities will be denied indefinitely. I understand that my access may be revoked for any reason or no reason at all, with no notice to me.

Access:

- ☐ Carroll Case Study Rooms (CARR 216, CARR 218, CARR 219)
- ☐ Carroll Trading Room (CARR 103)
- ☐ Carroll Linux Lab (CARR 215)
- ☐ Thurmond Linux Lab (THUR 114)

Print Faculty Name: \_\_\_\_\_ Date: \_\_\_\_\_

Faculty Signature: \_\_\_\_\_

**(Signature of a faculty sponsor is mandatory)**

Print Student Name: \_\_\_\_\_ Date: \_\_\_\_\_

Student ID: \_\_\_\_\_ Phone: \_\_\_\_\_

Student Signature: \_\_\_\_\_

Chair Signature: \_\_\_\_\_