Lab and Key Use Policy

Being given permission to independently use a psychology lab or the animal facilities is a privilege that carries with it responsibilities. You are being lent a key to specific facilities with the following conditions:

- 1. This key is for your professional use only. It may not be lent to other students, and you may not allow other students into this room using your key.
- 2. Use of this room is restricted to your psychological research or classwork that requires its use. It is not a general-purpose space for other activities. It can only be used for classwork/research related to the course for which it was checked out.
- 3. This room must be reserved for your professional activities. Contact the lab coordinator for access to the Google calendar for this room so you can check availability and record your days and times.
- 4. Lock the room up when you leave, turning off all lights and equipment that you used, pulling all shades, putting away supplies, and cleaning equipment that you used. If you find the room unlocked when you arrive to use it, report this to the lab coordinator immediately.
- 5. Return this key at the end of the semester or whenever requested.

Student: I understand and agree to the conditions under which I am receiving a key or keys to psychological facilities for psychological research or class purposes.

Student's Name (Printed)

Student's signature

Faculty: I verify that this student requires the use of the key(s) and lab(s) indicated below for research or class purposes.

Faculty Signature

Key #	Room #	Date Checked Out	Date Checked In	Student Initials	Faculty Signature
	#	# #	# # Out	# # Out Date Checked In	# # Out Date Checked In Initials