

# Restricted Facilities Data Security Agreement and Information Request Form: Student

This form must be approved and submitted *directly* from the Approving Sponsor to the Office of Capital Planning and Project Management (CPPM) via email attachment. After review, the Approving Sponsor and the Requestor will be notified of approval status via email.

## Student Information

I certify that the information to be accessed will be used in compliance with the University Procedures on Distribution of Building Floorplans and Facility Records and I have read and understand the disclaimer printed below.

Student name: \_\_\_\_\_ Date: \_\_\_\_\_

Class enrolled in: \_\_\_\_\_ Instructor: \_\_\_\_\_

Email address: \_\_\_\_\_

**Information requested:** Please be as specific as possible. Your college, school or department office can assist with building location numbers.

Building name: \_\_\_\_\_ Building number: \_\_\_\_\_

Room number(s) (if applicable): \_\_\_\_\_

Additional description of information requested: \_\_\_\_\_

\_\_\_\_\_

Reason this information is needed: \_\_\_\_\_

\_\_\_\_\_

## Faculty Approval:

Approving Sponsor should be a Class Instructor, Department Head, Dean.

I hereby certify that the student(s) named above is/are enrolled in the class indicated above and is/are in good standing.

Sponsor's name: \_\_\_\_\_

Title: \_\_\_\_\_ Department: \_\_\_\_\_

College: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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Please submit this form via email to Patricia Pac at [bpac2@uic.edu](mailto:bpac2@uic.edu).

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## CPPM Approval:

This request has been:      Approved                      Denied                      Date: \_\_\_\_\_

*Date Revised: 02/20/18*