Biomedical Engineering Department After-Hours Building Access Request Policy
Effective 9/1/10

Building Access Basics

At the beginning of each semester, the undergraduate and graduate advisors will provide a list of students newly enrolled in BME to BME’s Building Access Control System (BACS) Administrator. After the second week of class, the BACS administrator will go through the list and grant access to the all the new BME students that have a Proximity ID Card.

Proximity ID Cards can be obtained from the ID Center located in FAC. More information on Proximity ID Cards can be found at http://www.utexas.edu/its/help/id-center/213.

If you are a BME student and do not get a Proximity ID Card before the second week of class is over, request access online by going to http://www.bme.utexas.edu/resources/facilities.cfm.

If you are a BME student or already have access and lose your Proximity ID Card you can request access by going to http://www.bme.utexas.edu/resources/facilities.cfm.

Biomedical Engineering Undergraduate and Graduate Students
Biomedical engineering undergraduate and graduate students who need after-hours access to the BME Building should go to http://www.bme.utexas.edu/resources/facilities.cfm and request access by clicking on the specified link.

Students Enrolled in BME Courses
Students enrolled in BME courses that need access to the Learning Resource Center (BME 3.312), BME classroom lab (3.310) or Graduate Optics lab (1.304) can receive access to the BME building while they are enrolled in the BME course. The course instructor or teaching assistant should email the list of students enrolled in the course to BME’s BACS administrator, including each student’s UT EID and indicating whether they are a BME or non-BME student. Instructors or teaching assistants should also specify if the student(s) should be granted after-hour access to the building and the lab.

Undergraduate and Graduate non-BME student working with a BME Professor
Undergraduate and graduate non-BME students that are working with a BME Professor who need access to the BME building should email the BME Professor they are working for and request his/her professor to email the BACS administrator. The email should include the student’s name and UT EID.