

## **Student Shop Scheduler**

*Form needs to be submitted at least one day prior to the day of need. Confirmation required. Please email completed forms to Keith Findling at [findling@arch.utah.edu](mailto:findling@arch.utah.edu) and cc Vince Johnson at [vince.bigbeard.johnson@utah.edu](mailto:vince.bigbeard.johnson@utah.edu) and Portia Anderson at [portia.anderson@utah.edu](mailto:portia.anderson@utah.edu)*

Name(s) of student(s):

Date needed:

Starting Time:

Total hours needed (estimate):

Number of students expected:

Course name, number, and instructor:

Project type and description:

Materials to be used:

Special equipment needed (such as laser cutter):

*Please Note:*

*The shop is limited to a maximum of 6 students in the shop simultaneously. Shop entry is through outside door.*

*Masks are required to be worn at all times while in the shop. Masks must always cover both the mouth and nose. Bandanas and neck gaiters are not acceptable as masks. Masks can not have exhaust valves as this negates the functionality of the mask in protecting others. Improper wearing of the mask, such as pulling down below nose or removal, will result in immediate closure of the shop for the day.*

*Students need to provide their own safety glasses. Failure to bring safety glasses will prevent entry to the shop.*