

Keybox Locations



To reduce the need to issue keys with the potential for loss and costly re-keying, the University has placed high-security electronic keyboxes around campus for use by faculty, staff, students, and contractors. Each year the number of keyboxes grows.

The electronic keyboxes are accessible by a user’s PIN granted by AC&SS or by a building’s SACC. A report history is available for each user of a keybox. All keyboxes are well protected by their own internal security features, a camera, and an alarm system. If a keybox is tampered with, an alarm is sent for immediate Police dispatch.

On the AC&SS webpage, you may complete a *Keybox Access Request Form* for access to a keybox. Content lists of a keybox are available from AC&SS and Police senior staff, and a keybox’s list is posted on the inside door of each keybox.

Instructions on how to use an electronic keybox are found on the AC&SS webpage, “*How to Use a Keybox.*”

Keybox	Location	Notes
Contractor 1	Chester Building Annex Lobby	Moving to Campus Safety building, May 2011
Contractor 2	Chester Building Annex Lobby	Moving to Campus Safety building, May 2011
Euclid Commons 1	Building 2, front desk	
Euclid Commons 2	Building 4B, front desk	Operational August 2011
Fenn	Front Desk	
Julka Hall	Near room 109	
Mobile	Chester Building Annex Lobby	Moving to West campus 2011
Plant	Plant Services lobby (east)	
Police	Campus Safety Building	Police use only
Rec Center	Front Desk	
Rhodes Tower	Ground floor, near elevator	Operational about May 2011
Student Center	Front Desk	
Science/Research	1 st floor lobby (Southeast)	Operational about May 2011
Viking Hall	Front Desk	
Wolstein 1	Annex 3 rd floor lobby	Operational about June 2011
Wolstein 2	Loading Dock (interior)	Operational about June 2011