

# THE THOMAS D. LARSON PENNSYLVANIA TRANSPORTATION INSTITUTE KEY REQUEST FORM

I hereby give my permission, for the student listed below, to be assigned the following keys.

PI NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

STUDENT NAME: \_\_\_\_\_

<u>BUILDING NAME:</u>	<u>ROOM NUMBER</u>	<u>PI SIGNATURE</u> (REQUIRED FOR EACH KEY)
1 _____	_____	_____
2 _____	_____	_____
3 _____	_____	_____
4 _____	_____	_____
5 _____	_____	_____

STUDENT EMAIL: \_\_\_\_\_

STUDENT CONTACT PHONE #: \_\_\_\_\_

STUDENT PSU ID#: \_\_\_\_\_  
(Must Show @ Time of Key Issuance)

**\*\*NOTE\*\*:** There is a \$20/key  
Replacement Fee for a lost key.  
(Per PSU Key Policy SY19)  
**KEYS MUST BE RETURNED  
PRIOR TO STUDENT  
DEPARTURE FROM PTI/PSU.**

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