UNIVERSITY OF WATERLOO
FACULTY OF ENGINEERING
Department of Electrical &
Computer Engineering

Department of Electrical and Computer Engineering
Graduate Student Space Allocation Sign-Off Form

Instructions to the student:
1. Fill in your name, supervisor(s) and ID number
2. Submit the form to the ECE Department Facilities Coordinator in EIT 3156 for space verification and signature.
3. Once the form is signed, bring it to your Graduate Program Coordinator.

Note: The ECE Graduate Office will not proceed with the degree completion process until the signed form is received.

Surname: _____ Given name(s): _____

Supervisor(s): _____ ID #: _____

Office of the Department Facilities Coordinator

☐ The space(s) assigned to the student by the department has been left cleaned

☐ All keys have been returned

Comments:

_____
ECE Department Facilities Coordinator

_____
Date