

[How to request access to the C4/C5 buildings](#)

Regular schedule:

Laboratory: Entry only allowed by UPC card

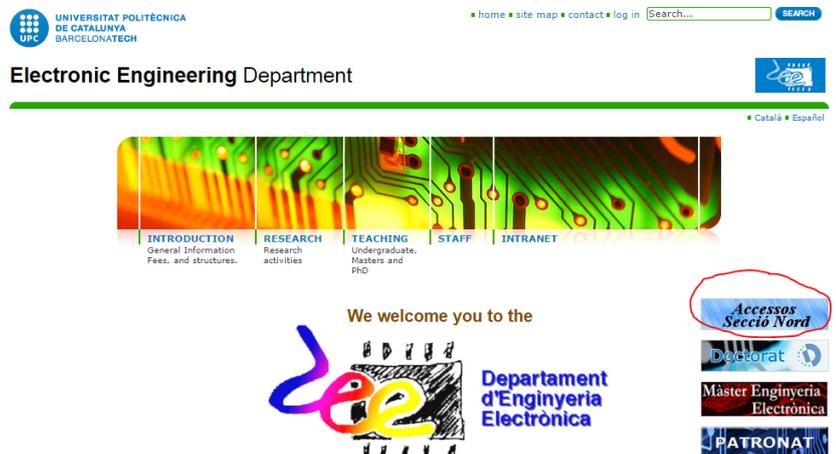
C4 building: Free entry for working days from 7:30 to 21 h

To request access, the concerned person or his Tutor has to go to the Department web:

www.eel.upc.edu

Click on banner “Accessos Secció Nord”

- In username and password put: **invitado**
- Click on “Enviar”
- Select "**Sol.licitud d'accés a EEL**"
- Fill the form (at the beginning you can find an explanation about what to do in case you do not have UPC card)
- After sent, the professor responsible will receive an email and will approve your application by sending the same email to Marta Granero (marta.granero@upc.edu), and indicating the expiration date.
One week before expiration, concerned person and his Tutor will receive a warning by email



The form it's written in Catalan and Spanish languages. In the next page, you can view an English translation.

If you have any problem or question about access, you can consult:

Marta Morales-Moras marta.morales-moras@upc.edu

phone number +34 93 401 77 19

Authorization form to access to C4/C5 buildings

 **Warning!** If you don't have the UPC card and you are linked to the UPC (PDI, PAS, student, PhD student, fellow) or you have to renew the card due to expiry, loss or malfunction, you must go to the "Consergeria de l'Escola de Telecomunicacions" (B3 building), where they will perform the procedure to obtain a new card. When you have your card, please, return to this form.

If you are not linked to the UPC, tick the next box and fill de form without putting the expiring date. Department Administration will do the paperwork to obtain a temporary card.

Staff not linked to the UPC
Expiring date of the UPC card

/



Personal details of the applicant

These fields are mandatory

Applicant name ■

Applicant surname ■

Applicant email address ■

Type of identification

Identification ■

Type of relationship with the UPC ■

Dates of the person responsible

Only PDI can leave these fields blank

Choose the email address of your person responsible

If your responsible is not in the list, enter the data of the new responsible

The three fields are mandatory

Name of responsible

Surname of responsible

Email address of your person responsible

Access

Do you need access to the researchers room C4-213?

Si

No

Building and Labs where you request to access ■

Envia