



DAY LOCKER POLICY

Lockers are available for day use only in the John Lewis Student Center. Lockers are first come, first serve, and located on the 2nd floor of the Student Center. Locker users set their own locker code and choose from any locker that is available.

Lockers will be cleaned each week on Sundays at 2:30 pm.

Items left in lockers after this time will be taken to the Information Desk located on the 2nd floor of the Student Center and held for one week in the lost and found. Users picking up items from the lost and found should provide a detailed description of items. Items not picked up after one week will be discarded. Water bottles, food and other items that are deemed perishable or unsanitary will be discarded immediately when lockers are cleaned. The Information Desk will help with all locker questions or challenges.

If a user forgets their locker code, they can reach out to the Information Desk for assistance. The user of the locker should describe in detail the items that are in their locker before the Information Desk can open the locker. The Student Center team reserves the right to open a locker without the consent of the user in cases of emergency. Illegal or controlled substances such as drugs or alcohol, explosives, or weapons of any kind are strictly prohibited inside the lockers. Users are not permitted to affix anything to the interior or exterior of their locker.

6.20.2023





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TO SET LOCKERS:

The user should press the “C” button and enter a 4-digit code. After entering the code, hit the “key symbol” and the locker will lock.

TO UNLOCK:

The user should repeat the above steps and enter their 4-digit code and hit the “key symbol.” Locker will unlock.

6.20.2023

