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| **Application for Access to Psychology Labs** |

The psychology laboratory is available to researchers collecting data for their projects. Please

complete the relevant sections below and email this document to the research laboratory technician: [researchlab-singapore@jcu.edu.au](mailto:researchlab-singapore@jcu.edu.au). You may also email the laboratory technician should you wish to view the lab spaces first.

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| Name | Enter your name |
| JCU ID | 8 digit ID (12345678), NOT (JC123456) |
| Academic level | E.g., 4th Year Hons, Grad Dip, Research Assistant |
| Mobile Number | Your mobile number |
| JCU Email | Your JCU email (xxx.xxx@my.jcu.edu.au) |
| Google calendar compatible email | Bookings are made via google calendar, so a google compatible email is required (e.g., gmail, hotmail) |
| Supervisor | Your supervisor(s) name |
| Ethics approved? | Yes/No. If yes, please provide approval number (Hxxxx) and attach the approval notice in email |
| Title of study | The title of your study |
| Planned data collection start date | Enter planned start date |
| Planned data collection end date | Enter planned end date |
| Description of requirements | Enter the requirements/needs for your project. For example, number of computers needed, max number of participants at once, equipment/software needed. This is to facilitate in the assignment of an appropriate lab to you. |

**Note:**

Access to the lab is via fingerprint, thus a face-to-face meetup may be required to register your print if it is not already in the system.

If you are looking to book the computer labs instead (i.e., B2-04 to 06), please use the facilities booking system instead. You can do so here: <https://afm.jcu.edu.sg/JCU/security/index.aspx>

If your study requires the use of equipment, cabinet/drawer keys will be given for proper safekeeping of equipment during your study.

If you require a signage for your experiment to be displayed outside the lab, kindly notify the lab technician, and provide the title of your study and compensation (if any).

[Updated 5 March 2024]