

## **How can I find the building schedule for buildings on campus?**

The [Security Data and Access Department](#) maintains a list of each building's access schedule on their [website](#). Building hours are also available on [Campus Maps](#).

## **How do I access a building that is locked?**

Students, faculty, and staff can use their U Card to access any doors with card reader access during University Hours.

If you believe you need access to a building outside of University hours email your [Departmental Facility Representative](#) to request restricted access.

## **Which buildings are open to the public?**

[Buildings](#) that have clear public access needs — like libraries, museums and common space venues like student unions — do not require a U Card to enter.

## **How can visitors access secured buildings?**

Patients, visitors and others without a U Card will not have access to the [secured buildings](#) without an escort during University hours.

## **Will buildings be open for events such as public lectures or performances taking place on campus?**

Buildings hosting events such as public lectures, performances and other University events will have open access during those events.

## **What do I do if my U Card is not granting me access to a specific door or facility?**

Reach out to your [Departmental Facility Representative](#) to troubleshoot your access issues or email [cardkey@umn.edu](mailto:cardkey@umn.edu). The U Card Office does not assign or manage door access.

## **How can I find out who my Departmental Facilities Representative (DFR) is?**

You can find more information about the Facilities Roles Program including the name and contact information of your Departmental Facilities Representative on the [Facilities Roles website](#).

## **What if my U Card is lost or damaged?**

If you need a new U Card, visit the [U Card office](#). You can replace a U Card every five years for no charge. A lost or damaged U Card costs \$25 to replace.

## **Will my U Card work with all door readers?**

Yes, however, if your U Card is more than 11 years old, you will need to replace it so it will work with the card readers. Contact the U Card office if you have questions about your card's age.

## **Can I use the tunnels to get to my car after public hours?**

Tunnel access will remain open in the direction going from buildings to parking ramps until midnight to ensure those with University access can use the tunnels. After midnight, users would need a U Card with restricted access permission to enter the tunnels.

## **What will happen to people who don't have a U Card or appointment to be in one of these buildings?**

Please work with your contact in the building to arrange for access.

## **How does the University determine building hours?**

We work to balance necessary access for members of the University community and keeping appropriate buildings available to the public with

security practices that promote the safest possible environment. This includes regular review, stakeholder consultation, and a robust access control program across the more than 25 million gross square feet of buildings on the Twin Cities campus.