All students are issued sub-master keycards (proxy cards) at registration that allow access to certain areas in the School of Medicine. Students who encounter problems with keycards and cannot access student areas should contact the Director of Student Affairs. During non-working hours, students should contact Campus Security. There is a fee for any replacement card. Proxy cards should not be shared with non-VTCSOM students and doing so could be considered a violation of the SEPCP. All M1 and M2 students will also be provided with a locker located on the 3rd floor of the medical school. Students are responsible for placing their own lock on their assigned locker.