

CRAFT New User Registration Form

The Centre for Research and Applications in Fluidic Technologies (CRAFT) has state-of-the-art facilities and equipment for microfluidic device design, fabrication, characterization, and validation. For more information about the services and instruments at CRAFT, please visit <https://craftmicrofluidics.ca/>.

Section 1: User Information	
Name (First, Last):	Email:
Department:	Institution:
Position (MSc, PhD...):	Student Number:
Please attach a photo of your TCard ☐ For users outside of UofT, an access card will be provided.	
Lab coat size: ☐ S ☐ M ☐ L ☐ XL	
Please create an account on our instrument reservation platform Colabmacs here: craft-tnfc.colabmacs.app Refer to our manual/documentation: https://craftmicrofluidics.ca/wp-content/uploads/2026/03/Colabmacs-CRAFT-Manual-.pdf https://docs.colabmacs.com/	

Section 2: Supervisor Information	
Name (First, Last):	Title:
Email:	
Primary Appointment:	

Section 3: Billing Information		
Billing Address		
Contact name:		
Street Address:		
City:	Province:	Postal Code:
Phone Number:		
** UofT Account Holders only **		
FIS Account Holder:		
Cost Center/Internal Order:		
CFC:		
Fund:		
G/L Account:		

****For external users: please complete the credit card authorization form instead found here:**

[https://craftmicrofluidics.ca/wp-](https://craftmicrofluidics.ca/wp-content/uploads/2025/04/Credit_Card_Authorization_Form.pdf)

[content/uploads/2025/04/Credit Card Authorization Form.pdf](https://craftmicrofluidics.ca/wp-content/uploads/2025/04/Credit_Card_Authorization_Form.pdf)

For information in the most up to date fee structure please visit:

<https://craftmicrofluidics.ca/facilities/fee-structure/>

Signature of Account Holder

Print Name

Section 4: Project Description

Which facility will you be using: (Check one or both):

☐ Device Foundry ☐ Tissue Foundry

Provide a brief description of your project and the instruments you wish to use:

Section 5: General Safety Training

All users are required to complete and submit the following 2 components:

1. MIE safety training (within the last 12 months)
 - UofT Users: <https://www.mie.utoronto.ca/safetytest>
 - Non-UofT registrants: <https://www.mie.utoronto.ca/safetytest/visitors>
2. WHMIS and Lab Safety (within the last 12 months)
 - Non-UofT registrants: WHMIS and Lab Safety certificate from your institution
 - UofT Users: EHS 101 (WHMIS and Lab Safety) or EHS112 (WHMIS Refresher). **No CSV** files please. Only attach a photo obtained from original website. See example below:

UNIVERSITY OF TORONTO SPROUT Safety Platform for Research & Occupational Health					Name/Initial
Apply Filters					
Show 25 rows					
TRAINING CODE	TRAINING DESCRIPTION	LAST COMPLETED	EXPIRATION DATE	STATUS	
EH5002	Basic Health and Safety Awareness (online)	05/01/2021		Current	
EH5101	WHMIS and Lab Safety (online)	05/02/2021		Historical	
EH5101	WHMIS and Lab Safety (online)	09/11/2021	09/11/2022	Expired	
EH5112	WHMIS Refresher	09/26/2023	09/25/2024	Historical	
EH5112	WHMIS Refresher	02/23/2024	02/22/2025	Historical	
EH5112	WHMIS Refresher	02/07/2025	02/07/2026	Historical	
EH5112	WHMIS Refresher	01/30/2026	01/30/2027	Current	
EH5113	Compressed Gases Safety Training	09/09/2023		Current	
EH5601	Laboratory Biosafety	09/11/2023	09/10/2024	Expired	
EH5602	Biosafety Refresher	02/07/2025	02/07/2026	Historical	
EH5602	Biosafety Refresher	01/30/2026	01/30/2027	Current	
EH5603	Blood-borne Pathogens	03/25/2026		Current	
EH5620	SARS-CoV-2 Biosafety Course (Online)	03/25/2026		Current	
EH5630	Safe Use of Biological Safety Cabinets	02/07/2025	02/07/2028	Current	
EH5631	Safe Use of Autoclaves	01/07/2026	01/06/2029	Current	
EH5751	UV Radiation Safety Awareness	03/25/2026		Current	

These training records must be submitted along with your registration form.

The sections below are ONLY for users who will use the Tissue Foundry. Complete either **Section 6** (Internal, UofT) or **Section 7** (Non-UofT).

Section 6: Tissue Foundry Safety Training Internal Users ONLY (UofT with UTORID)

UofT users must submit completion for all courses listed below. Please check off the box to confirm you've included them:

☐ EHS 601 (Lab Biosafety) or EHS602 (Biosafety Refresher)

Note: You may submit your EHS history (<https://ehs.utoronto.ca/training/my-ehs-training/>) or screenshots that include your **name**, **course code**, and **date of completion**

Are you using biologicals or do you plan to in the future? Check the appropriate box:

☐ No

☐ Yes (see below)

Note: Using biological samples without prior notification at our organization and without providing the necessary documentation is prohibited.

UofT users who work with biologicals must attach the required documents below and check off the boxes to confirm they have included them:

- ☐ EHS 630 (Biosafety Cabinet Usage)
- ☐ EHS 631 (Safe Use of Autoclaves)
- ☐ EHS 603 (Blood-borne Pathogens)
- ☐ **Biosafety Permit** –must include the **name** and **type** of biologicals to be used at the CRAFT's Tissue Foundry. If **new** biologicals are brought into CRAFT, updated amendments must be submitted to us.

Section 7: External Users (Non-UofT)

Are you using biologicals or do you plan to in the future? Check the appropriate box:

- ☐ No
- ☐ Yes

If **Yes** – attach the required document below and check off the box to confirm you have included it:

- ☐ [Biohazard Clearance Form](#)

Note: EHS will review this and notify staff once approved. The use of biological samples without prior notification at our organization and without providing the necessary documentation is strictly prohibited.

Recap of documents to submit:

1. This fully filled out form
2. Photo of TCard (if UofT student/employee)
3. Training records of EHS101 and MIE Safety training
4. Training records of EHS601 (if stepping into the Tissue Foundry)
5. Training records of additional EHS Bio courses (Section 6) if planning to use biologicals.
6. I have created a Colabmacs account.