

BRANDON UNIVERSITY
STUDENT I.D. CARD REQUEST FORM

All students (including ACC students living in residence) require a Brandon University student I.D. card. Please complete this form and email it, along with your photo, to ancillary@brandonu.ca by **August 16, 2019**.

1. **BU Student Number:** _____

ACC students will have a BU student number

2. **Name (first, last):** _____

3. **Please identify what is applicable: (Required)**

Undergraduate Full time study Campus attending: _____
 Graduate Part time study Start date of your course: _____

4. **Will you be living on campus during the 2019/20 academic year?** Yes No
If yes, which hall will you be residing in? Darrach Flora Cowan McMaster

5. **Contact Details**

Email Address: _____

Phone Number: (____) - _____ - _____

Requirements for Student I.D. Card Photos

- Photo must be current
- Photo must be in color
- Photo should have a uniform light-colored background (a white background is preferable)
- Front view of student's face – head and shoulders only. The photo must show a full head without any head coverings unless it is worn for religious or medical reasons.
- No sunglasses or hats.
- **The picture must be .jpg format and the file size less than 1 mb.**

Please note we reserve the right to refuse any unacceptable photos. If the photo is deemed unusable, we will contact you to submit an appropriate photograph. All photos will be digitally stored for University use only.

****Students may pick up their I.D. cards, during business hours, starting August 20th, 2019. Please bring a piece of government issued photo I.D. As well, students need to be registered for courses. Residence students will obtain their student I.D. cards once they check-in.****

The Ancillary Services Office will start the production of student I.D. cards no earlier than July 31st, 2019.

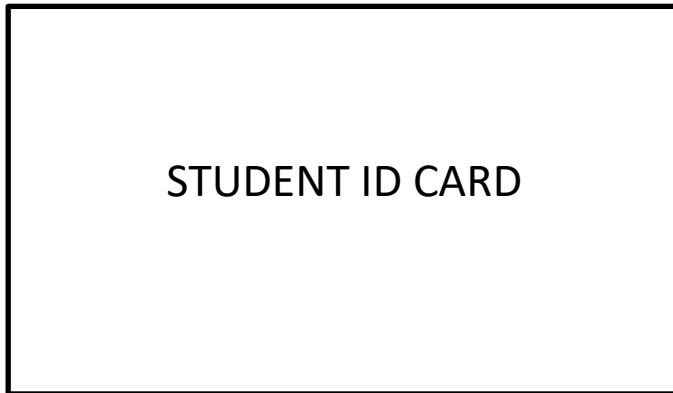
I certify that the information given by me is correct. In accepting the card and the associated facilities that I have requested, I agree to observe the conditions of use. I understand that the card is not transferable. I give my permission for the data provided on this student I.D. application form to be used for administrative purposes within Brandon University.

Signature: _____ **Date: (dd/mm/yy)** _____

Office Use Only

Date application form received: _____

Date I.D. card was produced: _____



Date I.D. card was picked up by student: _____

Student Signature: _____