



ID Cards
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 University of New England
 Armidale NSW 2351
 Australia
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Student ID Card Application Form

*100 points of identification will be required to support this application. Please refer to the back of this form for the value of acceptable forms of identification. Applicants not attending campus **must provide certified copies of identification** when submitting this application.*

Applicant Details													
Application Type:	<input type="checkbox"/> New Student <input type="checkbox"/> Re-enrolled Student	Student Number:	<table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"> <tr> <td style="width: 10%;"></td><td style="width: 10%;"></td><td style="width: 10%;"></td><td style="width: 10%;"></td><td style="width: 10%;"></td><td style="width: 10%;"></td><td style="width: 10%;"></td><td style="width: 10%;"></td><td style="width: 10%;"></td><td style="width: 10%;"></td> </tr> </table>										
First Name:	Middle Name:										
Last Name:	Degree/Award:										

Contact Details			
Postal Address:	City/Suburb:
		State:
Postcode:	Country:
Phone Number:	Email:
Collection:	<input type="checkbox"/> I will pick-up my ID card from the ID Card office. <input type="checkbox"/> Please post my ID card to the address provided above.		

Official Use Only			
Processed by:	COE provided:	Yes <input type="checkbox"/>
Date:	ID sighted:	Yes <input type="checkbox"/>

Declaration			
<i>I certify that the information provided above is true and correct. I understand that any card/s issued to me remain the property of the University of New England and must be presented to an approved officer upon request. I certify that the photograph provided (off-campus students only) is a true and representative image of myself and conforms to the photographic requirements of the University. I understand that if the card is lost, damaged, or becomes unusable in any way it is my responsibility to have it replaced and that I am liable for the costs associated with replacement. I understand that if I require Electronic Access to be associated with this card it is my responsibility to obtain the necessary approval and submit an Electronic Access Request Form to the relevant administrative area.</i>			Attach Passport Photo Here (do not staple, paperclip or pin) Please see over page for criteria photo MUST meet to be accepted
Signature:	Date:	/ /

Photograph can be taken at ID Card Office

100 POINTS OF IDENTITY

Please provide 100 points of ID, comprised from any combination from the below list, with at least **1 form of photo ID** included.

70 points

Passport
Birth Certificate
Citizenship Certificate

40 points

Current Australian Driver's Licence
Student Identification card issued by an educational institution
Pension or Government Health Care Card, Public Service ID card
Government issued licence (e.g. boat, pilot)
University staff photo identification card
International English Language Testing Scheme results (IELTS)

35 points

Current Council Land Rates
Letter from a current employer (Must be on official company letterhead and contain both the employer and employee's signatures and the name and address of the employee)

25 points

Medicare card
Credit card
Financial institution cash card or passbook
Council rates notice
Electricity, gas or telephone bill
Tax assessment notice
Foreign driver's licence
Membership card (e.g. club, union, trade/professional body, library, video library)
Rental receipt or statement from landlord, real estate agent or University College
Marriage Certificate
Divorce decree
Name and address verified from electoral role
Deed Poll registered with the relevant authority
National Identification card (verified by UNE International Office)

*Original documents are **not** to be sent to the ID Card office. Original documents may be viewed by Staff in the ID Card office for verification.*

*Documents sent by mail are to be copies **only**. Copies must be legible and certified by an authorised person.*

An authorised person may include a Justice of the Peace, Public Notary, Police Officer, Sheriff, Registered Medical Practitioner, Bank Manager or Minister.

Passport Photo requirements

<https://www.passports.gov.au/web/requirements/photos.aspx>

- 35-40mm wide and 45-50mm high
- good quality colour on high quality paper, with no ink or marks on the image
- plain, light-coloured background (e.g. cream, pale blue or white)
- appropriate brightness and contrast and show your skin tones naturally
- uniform lighting (no shadows across or behind the face), sharp focus and clear.