



Identification Authorization

Benefitted employees and their eligible dependents may obtain an Identification Card. Eligible dependents are:

- *Spouse of employee*
- *Unmarried children under the age of 19*
- *Unmarried children 19 years to 26 years of age (if a full-time student)*

<i>Employee Name:</i>	<i>Status:</i> <input type="checkbox"/> Faculty <input type="checkbox"/> Staff <input type="checkbox"/> Dependent
<i>Department:</i>	
<i>Name on ID Card:</i>	

<i>Human Resources Authorization:</i>

\$2.00 for each dependent ID card	\$
\$20.00 for replacement ID cards	\$
13000956400015990011000 TOTAL	\$

New employees must be in the Banner System to have an ID card made.

ID cards are made on the third floor of the University Community Center (UCC Building). Please contact Auxiliary Enterprises at 678-839-6525 for hours. There is no charge for the initial employee ID card. Payments for dependent cards should be paid to the Cashiers on the 1st floor of Aycock Hall and the receipt taken to the UWG ID Room in the UCC building, along with this signed form.