



# Student ID Card Application

## Distance Mode



Please read the following information and instructions before completing page 1 of this form.

1. All students must be in possession of a Student ID card which is required for library borrowing, facility access and identification at examinations.

2. This completed form should be returned by mail with a verified passport size photo.

### 3. PHOTO SPECIFICATIONS

The photo must be:

- \* in colour
- \* no more than 6 months old
- \* a full front view of your head and shoulders
- \* of standard passport size, i.e. 35mm x 45mm
- \* must have the student number written on the back of the photo
- \* signed on the back of the photo by a witness (see Section 4)

#### PLEASE NOTE:

- \* scanned, black and white and family etc. photos are NOT acceptable.
- \* applications not meeting the above criteria may have delays in processing or be rejected.
- \* please ensure your student ID number is printed on the back of your photograph.
- \* your ID card will be posted to your mailing address once your enrolment has been processed, cards will not be issued in person.

### 4. WITNESS REQUIREMENTS

Proof of identity section on the form must be completed by a person in one of the categories listed below. That person must also sign the photograph.

- \* an accountant - member of the the Institute of Chartered Accountants in Australia, or
- \* the Australian Society of Certified Practising Accountants, or the National Institute of Accountants, or the Association of Taxation and Management Accountants or Registered Tax Agents.
- \* a bank manager (but not the manager of a bank travel centre)
- \* a solicitor, barrister or patent attorney
- \* a dentist
- \* a registered medical practitioner
- \* a police officer in charge of a police station, or of the rank of sergeant or above
- \* a manager of a post office.

Return this form to:

Distance ID Card Processing  
UTS Building 10 Student Centre  
PO Box 123  
BROADWAY NSW 2007