

Student ID card Application

Offshore Students

- Please read the Essential Information on page two before completing this form.
- Note: This form is only to be used by students who are studying offshore (i.e. do not attend regular classes at a UTS Campus), and who have NOT previously been issued with a UTS Student ID Card.

1. Personal and Course Details

Student Number

Family Name

Given Name(s)

Semester Address

Suburb/Town:

State: Postcode:

IMPORTANT: Your address which is registered on the Student Administration System of the University will be used to correspond with you about this application. It is your responsibility to ensure these details are up-to-date. To change your address with the University, log on to "My Student Admin". or ring 1300 ASK UTS (1300 275 887) (from within Australia)

Telephone Number (s) Home: Work/Mobile:

Course Name
(e.g. B. Nursing)

Course Code Attendance Pattern
(e.g. C10122) (F/T, P/T or S/W)

Are you an Offshore student
Please tick appropriate box Y N

2. Declaration

I declare that:

- (A) My information on this form is accurate and correct,
 - (B) The digital image photograph accompanying this application is a true image of me,
 - (C) The copy of the identifying document is mine,
- AND I can produce the original documentation to verify if required.

Signature:

Date:

3. Proof of Identity- Witness to sign section

I declare that:

- (A) The digital image that I have sighted is the true image of the person whose name and signature appear on this form.
- (B) The proof of identity document submitted by the applicant is a true copy of the original.

Signature of Witness:

Date:

Name of Witness:

Address of Witness:

Suburb/Town:

State/Country: Postcode:

Telephone Number (Business Hours):

Profession or Occupation of Witness - (see list overleaf)

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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 submitted to your course management agent/ home university at the time of induction with the following:
 - (A) A digital image passport size photo. The photograph image should be stored to enable the witness to your application to sight the image. The file name of the photograph must include your student Identify number.
 - (B) A copy of a proof of identity document such as the applicant's passport, driver's license or other official identifying document. This document is to be attached to the application

3. PHOTO SPECIFICATIONS

(passport sized photo image)

The photo must be:

- * In colour and in digital format (3000 X 2250 pixels) or 8 megapixels or higher
- * No more than 6 months old
- * A full front view of your head and shoulders
- * Standard passport size, i.e. 35mm x 45mm

PLEASE NOTE:

- * Scanned black and white and family etc. photos are NOT acceptable.
- * Applications not meeting the above criteria may be rejected.

Please note: The completed form and a digital photograph should be returned to your course management agent/home university at the time of induction.

5. WITNESS REQUIREMENTS – OFFSHORE STUDENTS

Your course provider will complete the witness section of the form and verify that the digital photograph is a true image of you.

Arrangements for the student Identity card to be produced and provided to you will be made by your course management agent/home university.