Policy Name: Student Identification Cards

Policy
The student identification card is the required form of identification for on-campus Minnesota State Community and Technical College students. The college issues student identification cards after students complete their initial registration. Students must show student identification cards for admission to various college events, to vote in student elections, to check out library materials and resources, to conduct transactions in the Business Office, and for other purposes as required by the college. If an identification card is lost or stolen, students may obtain a replacement identification card upon payment of the current fee for replacement cards.

Purpose
To ensure accuracy of student identification.

Responsibility
Library Staff or Student Services Staff (duties vary by campus) Issue student identification cards. Inform supervisor of any concerns with process and/or make suggestions for improvement.

Steward: Chief Student Services Officer
Approval Date: May 1, 2011
Implementation Date: May 1, 2011
Revised Policy Format Only: July 31, 2012