

Aggie Card Office Faculty/Staff/Retiree I.D. Form

FOR OFFICE USE ONLY

Date: _____ Station # _____

Initials: _____

Staff _____, Badge _____, Special _____

Type of Card/Badge _____

Printed: _____ Cost: _____

Dept. Charge _____ Emp. Paid _____

(Please Type)

Must provide Governmental, Picture I.D. (Driver's License, Passport, Etc.)

Date: _____ (Form expires 30 days from issued date)

Name: _____

UIN: _____

Department: _____

Title: _____

Hire Date: _____ (for newly hired employees)

Expiration Date: (must be provided for visitor/guest) _____

Employee Phone #: _____

Billing Account Number: (Fill in appropriate account number)

Part #	Account #	Part #	Account #	Part #	Account #
System=01		TEES=08		TVMDL=20	
TAMU=02		TEEX=09		HSC=23	
TAR=06		Forest Service=11		OSRS=26	
TAE=07		TTI=12		Research Found=99	
School of Law=02		Employee Pays= (Pin Debit, MO, Cashier's Check or Personal Check Only)		Compass USA=68	

(OTHER) Part# _____ (OTHER) Account# _____

Contact person for billing: _____

Phone Number: _____ Mail Code: _____

(This person will be called if we have a problem with your account)

Signature of supervisor or HR Liaison verifying full-time employment, retiring staff, guest, contractor or consultant, other:

Signature: _____

Print Name: _____

Submit this form to Aggie Card Office; Student Business Services Suite 2801, GSC-General Services Complex; 750 Agronomy Rd., College Station, TX 77843-6001

(Info & Government Photo ID must be provided before your card will be made)

Privacy Notice: State law requires that you be informed of the following: (1) You are entitled to request to be informed about the information about yourself collected by use of this form (with a few exceptions as provided by law); (2) you are entitled to receive that information; and (3) you are entitled to have the information corrected at no charge to you.