

Jagtag/School of Medicine ID Card Expense Authorization Form

This form is to be used only for departments opting to pay for the expense associated with obtaining a Jagtag/School of Medicine identification card for employees, students or affiliates* to the IUPUI campus.

This form **cannot** be used as verification of enrollment, employment or University affiliation. Employees must be approved in the HRMS system and students must be registered for classes before a Jagtag/School of Medicine ID will be issued.

*Affiliates are defined as non IU paid employees. Departments requesting a Jagtag/School of Medicine ID for an affiliate must submit the request on departmental letterhead.

Please complete the following:

Student/Employee/Affiliate Name: _____

Credentials (MD, PhD, RN, etc.): _____

UID (10 digit University ID #): _____

Department/School: _____

Campus Address: _____ Phone #: _____

Charges: (please check all that apply)

- | | |
|--|--|
| <input type="checkbox"/> IUPUI Employee Jagtag - \$15 | <input type="checkbox"/> Prox Card Upgrade - \$5 |
| <input type="checkbox"/> IUPUI Employee Jagtag Prox Card - \$20 | <input type="checkbox"/> Replacement ID - \$25 |
| <input type="checkbox"/> IUPUI Student Jagtag Prox Card - \$5 | <input type="checkbox"/> Clip - \$.50 |
| <input type="checkbox"/> IU School of Medicine Employee Jagtag - \$15 | <input type="checkbox"/> Retractable Clip - \$3 |
| <input type="checkbox"/> IU School of Medicine Employee Prox Jagtag - \$20 | <input type="checkbox"/> Lanyard - \$1.50 |
| <input type="checkbox"/> IU School of Medicine Student Prox Jagtag - \$5 | <input type="checkbox"/> Jaguar Lanyard - \$3 |

Please note there is not a charge for a regular student ID card unless the student requires a card with an embedded proximity chip (prox card).

I authorize Campus Card Services to charge the following account number for the item(s) checked above.

Account #: _____

Object Code: 4205

Signature (Fiscal Officer)

Date

Name Printed (Fiscal Officer)

Phone #: _____

For questions you can call Campus Card Services at 274-5177.