



STUDENT ADMINISTRATION  
**IDENTIFICATION CARD APPLICATION**

Type of card required:

Student ID card

Staff ID Card

Student ID card for  
International College

I am applying for a:

**New/expired card - no fee**

You must have photographic identification showing your name, date of birth, current address and your expired card, if applicable

*Notes: A fee of \$26 will be charged if the card requires replacement prior to the expiry date.*

**Lost, stolen or damaged card - \$26**

You must have your Onestop receipt and photographic identification as above.

**Temporary card - \$16**

Daily issue only. Required for attendance at an exam when you do not have your current student ID card

Student/staff number	
Surname	
Given name	
Student address/ staff department	

**Declaration**

I acknowledge that I will be provided with an identification card that may be used to access certain areas of Western Sydney University campuses including exam rooms.

I understand that this access is for me only and cannot be transferred to another person. The card remains the property of the University and must be carried at all times while on campus and produced or surrendered on request. Failure to comply with these conditions may result in the card being withdrawn and/or action being taken under the exam and non academic misconduct policies. These policies are available at [westernsydney.edu.au/policies](http://westernsydney.edu.au/policies)

**SIGN HERE**

Date

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**OFFICE USE ONLY**

Record Checked  Encumbrance  Card Issued  TRIM

## HOW TO CONTACT US

MONDAY-FRIDAY, 9AM-5PM

### PHONE

1300 668 370

### EMAIL

[studentcentral@westernsydney.edu.au](mailto:studentcentral@westernsydney.edu.au)

### WEBSITE

[westernsydney.edu.au/studentcentral](http://westernsydney.edu.au/studentcentral)

### HELP

[help.westernsydney.edu.au](http://help.westernsydney.edu.au)

## STUDENT CENTRAL LOCATIONS

9.00am-5pm

Bankstown, Building 1

Campbelltown, Building 5

Hawkesbury, Building K4

Kingswood, Building K

Liverpool, Ground Floor

Nirimba, Building U8

Parramatta, Building EJa

Sydney Olympic Park, Level 4

9.00am-6pm

Parramatta City, Level 1

## DOWNLOAD THE WESTERN SYDNEY UNIVERSITY APP

From the App Store Or Google Play



Help

Click on the help icon to find answers to commonly asked questions or simply get some help navigating a range of services and support available at Western.



Services

Click on the services icon to reserve your place in the queue and make sure that you choose the right location. You'll receive an SMS when it's your turn.

## KEEP UP TO DATE

- check your student email often  
(it's the official University communication channel)
- update your mobile number in MySR
- carry your student ID card when on campus
- find out about job opportunities at Student Central  
[westernsydney.edu.au/jobsoncampus](http://westernsydney.edu.au/jobsoncampus)