

Carnegie Mellon Request for ID+ Cards for Family Members/Registered Domestic Partners of Faculty and Staff Members

Instructions

Please provide the information requested below. Return the completed form to the Human Resources Benefits and Compensation Office, 319 South Craig Street, for approval. Upon approval by the Human Resources Benefits Office, your family members/Domestic Partner will be eligible for their Carnegie Mellon University ID+ Card, which can be obtained at the Card Office.

Card Office Information

Office hours and card price are subject to change

Location: Warner Hall, Lower Level

Price per ID+ Card: \$15.00 each (\$25 replacement fee for lost/stolen card)

Phone #: 412-268-5224

Web Site: <http://www.cmu.edu/idplus/>

Email: idplus@andrew.cmu.edu

Employee Information Please print or type.

Last Name	First Name	M.I.	Social Security Number
Title		Department	
Campus Address	Work Phone	E-mail address	

ID+ Cards are requested for: Please print or type.

Last Name	First Name	M.I.	Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female	Relationship to Employee <input type="checkbox"/> Spouse <input type="checkbox"/> Domestic Partner
Last Name	First Name	M.I.	Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female	Relationship to Employee <input type="checkbox"/> Dependent Child (aged 12-21 only)
Last Name	First Name	M.I.	Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female	Relationship to Employee <input type="checkbox"/> Dependent Child (aged 12-21 only)
Last Name	First Name	M.I.	Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female	Relationship to Employee <input type="checkbox"/> Dependent Child (aged 12-21 only)
Last Name	First Name	M.I.	Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female	Relationship to Employee <input type="checkbox"/> Dependent Child (aged 12-21 only)
Last Name	First Name	M.I.	Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female	Relationship to Employee <input type="checkbox"/> Dependent Child (aged 12-21 only)

Signatures

I certify that the person(s) listed above is(are) my eligible family members: spouse, domestic partner and/or dependent child.

_____	_____	_____	_____
Faculty or Staff Member Signature	Date	Human Resources	Date

Benefits Office Use Only

Carnegie Mellon University reserves the right to modify, amend or terminate any or all of the provisions of this policy and these administrative procedures at any time for any reason upon appropriate action by the University. Notwithstanding any of the prior statements, in all cases, University policies will govern.

Return to Human Resources -- Benefits & Compensation Office, c/o 5000 Forbes Avenue, Pittsburgh, PA 15213.