

# West Virginia Northern Community College

## Student ID Rule

Rule Number: NC-4007

Effective Date: December 16, 2020

Date Approved by WVNCC Board of Governors: October 22, 2020

Authority Reference: WV Code 18B-1-6: West Virginia Community and Technical College Education, Title 135, Series 4

Replaces previous rule dated: February 29, 2008

**Purpose:** To provide formal identification for all college students.

**Rule:** ID cards will be issued to all registered students upon their first semester of registration. ID cards will be issued with a photograph (taken by college personnel), student name and semester code at the Campus Service Center. A student ID card and ID photo will only be taken and provided with a valid photo ID, such as unexpired driver's license, unexpired state issued ID card, current valid high school photo ID card or valid passport.

The ID card is a student's permanent WV Northern Community College identification card and must be presented to College officials upon request. The card is also the student's building access card for all exterior door entry during designated semester hours.

The ID card is issued for the duration of a student's experience at the college. Registered students will be provided with an updated validation sticker each semester. No old, lost or prior ID card will be validated/activated again for security purposes. The ID card is not transferable. The card is the property of WV Northern Community College and, as such, can be confiscated if there is any misuse, forgery, or alteration on the ID card. The student may also be subject to disciplinary action.

Use of this card constitutes acceptance of the terms and conditions in effect at the time of use. Report lost, stolen, or found cards immediately (lost and stolen cards will be inactivated immediately upon notification) to the Campus Service Center or Campus Security.