



Faculty, staff and full-time registered students are eligible for a Spouse/Partner ID card.

	<b>Request</b>	<b>Cost</b>	<b>Card Pickup *</b>
<b>Faculty/Staff</b>	Email the completed form and a photo to be used for the ID card to <a href="mailto:hrservices@cornell.edu">hrservices@cornell.edu</a>	\$40 cash or check made payable to: Cornell University	<b>HR Services and Transitions Center</b> 395 Pine Tree Road, East Hill Office Building, Suite 130 8:30am-4:30pm
<b>Students</b>	Email the completed form and a photo to be used for the ID card to <a href="mailto:univreg@cornell.edu">univreg@cornell.edu</a>	\$40 bursar charge to the student's Bursar account	<b>Office of the University Registrar</b> 245 Day Hall M-Th; 9am-1pm, 2pm-4pm

\*An email will be sent indicating when the card can be picked up. The card can only be picked up by the person who the card is for and they must show a valid ID.

<b>GENERAL INFORMATION – COMPLETED BY PERSON REQUESTING THE ID CARD:</b>			
Spouse/Partner Name (Last) (First) (Middle)			Date
Gender (Circle One) <b>Male Female Unknown</b>		Status (Circle One) <b>Married Legal Partnership</b>	Date of Birth:
Phone #		Phone Type: (circle one) <b>HOME CELL</b>	
Current Local Address:		Email:	

<b>GENERAL INFORMATION – COMPLETED BY FACULTY/STAFF/FULL-TIME STUDENT:</b>		
Faculty/Staff/Full-Time Student Name: (Last) (First) (Middle)		Cornell ID #

*We certify that the individuals named on this form are either married or in a legal domestic partnership. We understand the spouse/partner card is not transferrable to others and Cornell is not responsible for the services associated with the spouse/partner ID card if lost or stolen.*

**The card must be returned to the Office of the University Registrar upon change of faculty, staff or student affiliation with Cornell University.**

<b>Print Faculty/Staff /Full-Time Student Name</b>	<b>Date</b>	<b>Print Spouse/Partner Name (Please Print)</b>	<b>Date</b>

<b>Signature of Faculty/Staff/Full-Time Student</b>	<b>Signature of Spouse/Partner</b>

<b>Official Use Only:</b> Spouse/Partner EMPLID #: _____
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*Spouse/Partner ID Card privileges* may include services from the following:

- **Library-** The library offers guest borrowing privileges. After obtaining the Spouse ID, take it to 116 Olin to be entered into the library's system.
- **Cornell Fitness Centers-** <http://fitness.cornell.edu>
- **Wellness Program-** <http://wellness.cornell.edu>
- **TCAT Buses-** <http://transportation.cornell.edu>, <http://www.tcatbus.com/>

***IMPORTANT NOTICE:***

Spouse/Partner ID cards do ***not*** include services when the card is issued. Individuals need to contact service providers for additional information on the services available. Additional fees may be associated with some or all of the services.