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POLICY DIGEST

Monitoring Unit: Tiger Card Office
Initially Issued: March 2, 1994
Last Revised: April 1, 2016

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To provide for the administration of LSU identification cards and the coordination of card driven applications.

II. DEFINI ION

- A. LSU Identification Card (ID)- term denoting official identification cards issued by LSU to students, faculty, staff, or other authorized individuals for the purposes of identification and access to campus activities, facilities, and services. ID cards are the property of the LSU, may not be used to obtain LSU services after the relationship with the LSU has ended, and must be surrendered upon request by an authorized officer of the University. Each card includes a unique photograph, text, and encoded information for the individual to whom it is issued. It is the responsibility of the individual to whom the card is issued to use of LSU identification cards for access or participation. Examples would include, but not be limited to library circulation, admission to athletic or cultural events, food services, and use of on-campus services and/or credit for on-campus purchases.

III. GENE AL OLIC

LSU identification cards may be issued only to individuals who have received administrative approval from the Office of Academic Affairs (student cards) or the Office of Finance & Administration (all others).

The Tiger Card Office shall be responsible for administering the LSU's identification card program. Card driven applications frequently require the support of multiple campus units and must conform to established technical standards. Modification of existing applications, development of new applications, or modifications to the card system shall be coordinated by the Tiger Card Office prior to implementation.