



## Student Access Cards

- Students need to register first before they can be issued with a student card.
- The first year students of 2020 need to have their student cards issued by 25 January 2020.
- The senior student with a student card do not need to have their card replaced, online registration will activate their card to start working.
- Only students with valid student cards will be able to enter UP campuses.
- Your student card will be issued at the registration centre Hillcrest Campus hall 4.
- Present your proof of registration in order to obtain a student card. This proof of registration document is emailed to you upon registration and can also be accessed on the UP Portal (UP Student Centre). The Cards Division will accept an electronic version on your smart phone, tablet or laptop.
- A student card will not be issued without proof of identification (ID, passport or driver's licence).
- The first student card is issued free of charge. In the event of loss or damage, you may apply for a duplicate card at the Student Service Centre at the applicable fee.
- Lost, stolen or damaged student cards will not be issued without proof of identification (ID, passport or driver's licence).
- Student cards provide access to the campus and various computer facilities and buildings on campus. Keep your student card with you at all times. The student card must be presented upon request and during examinations and tests.