

# UNIVERSITY OF HARTFORD

## Request for University of Hartford Identification (HawkCard)

---

Name: \_\_\_\_\_  
Last First MI

Department: \_\_\_\_\_.

Status:

- Regular Full-time Faculty       Regular Full-time Staff  
 Regular Part-time Faculty       Regular Part-time Staff  
 Temporary Staff / Consultant       Retiree \*  
 Adjunct Faculty

Banner ID Number: \_\_\_\_\_

This form serves as confirmation that the above-named individual is eligible for a University of Hartford HawkCard and all of the privileges associated with it.

\_\_\_\_\_  
University of Hartford Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Department

Please take this form to the ID Office, located behind the Gengras Student Union.

---

*Proof of employment is required for all employees who are not regular full-time and/or regular part-time faculty and staff. Please refer to the ID Card Policy for a list of documents which are appropriate and serve as proof of employment.*

*\* Retiree status is determined by University policy and applies only to individuals who satisfy the University's eligibility criteria for retirement.*