



Student Regulation (promulgated with Rector's decree no. 10813/20 of 22/04/2020)

Appendix 4 - Use of the “La Statale” student ID card

1 - Scope

This Regulation governs the rules for issuance and use of the university identification card known as the “La Statale” Card, which the University provides to all students duly enrolled in a Bachelor’s degree programme, Master’s degree programme, or single-cycle Degree programme, or any Post-graduate programme, Vocational master’s, and PhD programme.

2. Technical characteristics and validity

The La Statale Card is an electronic, PVC badge featuring the most advanced identification technologies, aimed at ensuring the utmost security.

The university ID allows the holder to be personally identified through written information printed on the back of the ID, as well as through digital information encoded into the ID itself. Specifically, the back of the ID lists the card holder’s surname, first name, tax ID number, and photo.

The “La Statale” Card will remain valid throughout the card holder’s university career, or for 7 (seven) years, whichever comes first.

3. Generation, shipment, and activation of your university ID.

The university ID will only be generated if the information provided is compliant with the requirements.

Specifically, the student must duly submit:

1. A passport-style photo;
2. A copy of an appropriate ID document, and the data for the same;
3. A valid mailing address.

The university ID is then sent to the student’s mailing address (within Italy) as provided. Students with an international mailing address must pick up their ID from their Student Registrar. Instructions will be provided via email.

Once received, the La Statale Card must be activated as a university ID card. Card activation is, for security reasons, mandatory: it ensures the rightful holder is in possession of the card. After a certain period of time, any card which has not been activated will be disabled.

Students duly enrolled in a programme as stated in point 1 hereof, and who are unable due to an encumbrance to receive a La Statale Card, will be provided with a limited ID card (which, unlike the regular “La Statale” Card, cannot be used as a pre-paid debit card). The card may be picked up from the Student Registrar.

4. Using your university ID card

The university ID card is a personal identification card valid on university property; it is required for identification at exams. Furthermore, the ID allows for digital access to a host of University services, as well as discounts, benefits, and subsidies from participating providers on- and off-university. Students also have the option to use their ID as a prepaid debit card, held in their own name, and known as an “account card”. That account card is the primary channel for scholarship, refund, work-study pay, and any other grants or payments by the University to be disbursed. Students must opt into the “account card” status in order to have such funds disbursed to their card.

The university card is strictly non-transferable and may not be lent to anyone else. Without prejudice to any applicable provision of criminal law, infractions or conduct which is an



egregious breach of the foregoing rules will give rise to disciplinary action, and make the student subject to sanctions contemplated under Article 52 of the General University Regulations.

5. Theft / loss / wear

Should the university ID be lost or stolen, the student must immediately disable the card through their designated web-portal page, and request a new card be issued.

Such requests must be accompanied by a receipt of payment for the duplicate card, and the report of the loss or theft to the authorities. If the card was not activated as a debit card, a sworn statement on plain paper attesting to the loss or theft will suffice. The request may be submitted online.