

School of Allied Health Sciences
Mandatory Student Identification Policy

All students enrolled in the School of Allied Health Sciences must have a Medical College of Georgia identification card (ID) upon entry to their academic program. These IDs are used for educational purposes only and are protected under FERPA, "Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99). This policy applies to all students including part-time, off-campus, internet, and students enrolled in cross-registered or consortium programs.

For students enrolled in on-campus programs: Photographs taken for Medical College of Georgia (MCG) Student Identification cards during orientation will be automatically propagated to various academic systems. If an MCG Student Identification has been obtained, then no further action is required.

For students enrolled in off-campus or distance / online programs: A digital or hard copy photograph, with a scanned or copied valid Drivers License or image page from a passport must be submitted to their department within the first week of their enrollment. The departmental representative will forward these items to the ID Badging / Key Control Office. Once the ID card is created, it will be sent back to the departmental representative who will mail the card to the student.

Photographs must conform to the standards below:

- 2x2 inches in size.
- Face size from 1" to 1 3/8.
- Taken within the past 6 months, showing current appearance.
- Color or black and white.
- Full face, front view.
- Dark glasses or nonprescription glasses with tinted lenses are not acceptable unless needed for medical reasons.
- If digital, jpeg format is preferred but gif is also acceptable.



Example format