

FILL IN WITH DATA OR MARK (☒) THE BOXES CONTOURED WITH HEAVY LINES ONLY

Please, provide below the date in which you placed your application at the dean's office appropriate for your field of study and the number of your student record book. The number of your student record book may be six or seven digits, if you have a six-digit number of the student record book, box No. 7 should be left empty. If you do not have the student record book number at the moment of the application placement, ask an employee of the dean's office appropriate for your field of study for help to find the student record book number.

▼ year ▼				▼ month ▼			▼ day ▼			Prefix [*]									

[*] „005” – applies to student ID cards issued before 31.08.2015

Indicate below (☒) the reason (one only) for placement of the application for exchange / issuance of an ID card duplicate - Note, if you have changed data in IRK to the ones compliant with the actual state of affairs after the date of commencement of the ID card printout, and you received an ID card with the data that were entered in the IRK system before the abovementioned date, it is not possible to indicate the manner of exchange defined in item "C" (data should be correct as of the day of registration in IRK).

Reason	Fee in PLN
A Loss/theft/damage	33.00
B Change of personal data	33.00
C Discrepancy of data/ photo with the actual state of affairs – data in the ID card are different than I provided in IRK	0.00
D Discrepancy of data/ photo with the actual state of affairs – I provided wrong data in IRK	33.00
X Admissions out of the Internet Registration of Candidates – transfer from another university	22.00

Important notes (you may also provide your telephone number for contacts)

Define below your correct personal data

All boxes below should be filled in. The items concerning address data refer to your permanent place of residence.

▼ forename or forenames ▼

▼ surname ▼

▼ PESEL number ▼

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▼ postal code and locality or postal code and post office (locality, where a post office is located) ▼

▼ street, number of house and apartment ▼

REMEMBER: upload your photo to the USOS system (<https://www.usosweb.umcs.pl>).
Follow: Common section -> Photo for ID card -> upload photo -> send -> report photo for approval.
Next click "report photo for approval"! Otherwise, the photo you uploaded will NOT be accepted.

An ID card shall be ready for collection at the dean's office appropriate for your field of study within 5 working days of the date you have satisfied jointly all conditions for issuance of an ID card (receipt of fee payment for issuance of an ID card, if required, and providing a photo in a manner selected above, if required).

Applicant's Statement

I acknowledge that in order to receive an electronic ID card or its duplicate I should:

1. Return to the dean's office appropriate for my field of study an ID card, whose duplicate I will receive in execution of this application, unless it refers to issuance of a duplicate of a lost or stolen ID card.
2. In the cases resulting from reasons „A”, „B” or „D”, pay a fee of PLN 33.00 or in the cases resulting from a reason „E”, pay a fee of PLN 22.00 on my individual bank account marked as „**for an ID card**”, i.e. on the bank account placed as the third from last item (the ending of the account number: 08) on the list of my individual bank accounts assigned to me by the dean's office.

I am aware that failure to make payment or making payment on an account different from my individual account, payment of a wrong amount or providing a photo incompatible with the requirements may extend the process of issuance of a duplicate / exchange of an electronic student ID card.

Applicant's signature

(note: ask a dean's office employee for a copy of the completed form)

TO BE FILLED IN BY AN EMPLOYEE OF THE RECEIVING DEAN'S OFFICE

Date of receipt of the application by the dean's office

▼ year ▼				▼ month ▼		▼ day ▼	

Additional notes

Dean's office seal

Signature of dean's office employee

TO BE FILLED IN BY AN EMPLOYEE OF THE SECTION OF IT SERVICE UMCS

Date of receipt of the application by the Section of IT Service UMCS

▼ year ▼				▼ month ▼		▼ day ▼	

Additional notes and the result of examination of legitimacy of a free-of-charge issuance of a duplicate of an ID card in the mode of reason "C"

seal

Employee's signature