

Class,

Attached is the information regarding the process for you to come onto campus for your photo ID.

1st year/incoming students: You are required to get a photo ID. You need to tell the person processing your ID that you are an occupational therapy assistant student. I will send a list of your names and A#'s to the processing office. You will need to have your A# with you.

2nd years: If you have lost your ID, you need to make an appointment to get a new ID.

All students need to have their ID's made no later than Friday, August 28th.

Please note that this information will be posted on the website

at: <https://www.nsc.edu/current-students/photo-id>

Photo ID Office Hours – Beginning - August 3rd

Monday -Thursday: 9:15am - 2:45:pm by Appointment only

Click this link to set-up an appointment: <https://nsc-wbr-photo-id.appointlet.com>

Appointments are in 15- minute intervals.

Closed 12Noon - 12:30pm

Friday – Sunday – Office is Closed

Holiday Closing - Monday, September 7th – Labor Day

Satellite campuses have a Photo ID Office. Please check with the campus director's office for the location and hours of operation.

*The Photo ID hours are dependent on campus phase for COVID-19.

Please note the following:

- Check-in Station is located on the 1st Floor, S-Building, main Lobby.
- Each person is required to wear a mask.
- You will remove your mask only for the photo.
- Immediately place your mask back after your photo is made.
- Only 7 people are in line at a time.
- 6-ft distancing is being practiced.
- Only one person is allowed in S-107 at a time.
- Hand sanitizer is available throughout the campus buildings and inside of S-107.