



Application for Faculty / Staff

The NCard is a permanent, non-transferable University ID used to access University Services and Businesses. First card issuance is free of charge.

There are two decisions you will need to make concerning your NCard:

▼ The University of Nebraska has developed an exclusive partnership with Wells Fargo Bank to bring the option of linking your NCard to a Wells Fargo Checking Account and using your card as an ATM and PIN-based Debit Card.

(If you decide "No" and later wish to link your NCard to Wells Fargo, a replacement fee of \$20.00 is charged.)

▼ Faculty/Staff have the option of opening an On-Campus Charge Account with a \$300 per month credit limit. This account allows you to make purchases on campus with your NCard. Monthly balances will be deducted from your paycheck through the Payroll Office.

Report Lost/ Stolen cards to the NCard Office immediately to prevent misuse.
Replacement cards are \$20 each, or \$10 if accompanied by Proof of Theft (Police Report/ Insurance Claim).

NCards that are broken or damaged must be returned to the NCard Office for disposal.
Replacement cards are free if the damage is not due to abuse by the cardholder.

Authentication of UNL Faculty/Staff status is required for issuance of an NCard.

This Form Must Be Fully Completed & Signed Before You Bring It To The NCard Office.

Picture Identification (i.e. Driver's License/Passport) is required to obtain an NCard.

Last Name _____ First Name _____ MI _____

Female Male Date of Birth ____/____/____

SS# _____ - _____ - _____

Department _____ Date _____

Authorized By: Department Chair/Dean/Director/Vice-Chancellor

Sign Name _____ Print Name _____

The NCard Office: Room 121, Nebraska Union (402)472-7331 http://ncard.unl.edu
