



Student ID card Request for Replacement Form (Domestic and International Students)

Student Profile	
First Name	
Surname	
Date of Birth	
Address	
Contact number	
Email	
Course Profile	
Course Code	
Course Name	
Start Date	
End Date	

Terms and Conditions

- It is mandatory for all students to have a valid student ID Card.
- WSTC issues student ID free of charge (one time only)
- Students are required to maintain the ID card safe and protect it from damage.
- Lost or misplaced cards will incur a \$10 replacement fee (bank transfer or EFTPOS preferred).
- Student requires to return the ID card upon course completion/cancellation/withdrawal

I have read and agree with the above terms and conditions.

Student Signature: _____ Date: _____

•I collected my student ID card on (date): _____ •Initial: _____

Action Required	Officers Signature	Date
Payment received		
Student ID card generated		