

Dear Parents and Students:

Illinois State University is providing for our students a photo ID card similar to the one issued to ISU faculty/staff and students. This all-purpose card is used for identification, admittance to the U-High building, circulation (checkout) privileges at the Milner and U-High libraries, and admittance to U-High events. This ID card also has an account (Redbird Dollars) that can be used at U-High, the Bone Student Center and other campus locations (see enclosed location sheet). The on-campus bookstore Barnes and Noble in the Bone Student Center and the Alamo II both accept Redbird Dollars deposited on the U-High IDs.

If you wish to use this account, you must deposit money in the Redbird Dollars Account before making your first purchase. Deposits to your Redbird Account may be made in person at the Redbird Card Office on the second floor of the Bone Student Center (cash or check) or at Student Accounts on Dry Grove (cash, check, or PIN-based Debit only). Deposits may be mailed in using the enclosed deposit slip. Online deposit options are available via the My.IllinoisState portal at <http://My.IllinoisState.edu/redbird-card>. Select the Add Money to Card tab. You may pay with a major credit card (excluding Visa) or with electronic check. There is a minimum deposit of \$10. A convenience fee of 3% will be charged for credit card deposits. There is no fee charged for electronic checks.

Beginning July 24, 2017, U-High students should take a driver's license or other form of photo ID to the Redbird Card Office located on the second floor of the Bone Student Center across from the elevator. If the student does not have a photo ID, the Redbird Card Office will ask several questions to verify identity and the student will still be issued their U-High ID card. The entire process should only take five minutes to obtain the ID card for the 2017-2018 school year. **The Redbird Card Office is open Monday through Friday 8:30 a.m. to 4:30 p.m. through the end of July.** Beginning August 1, 2017 the regular semester hours will resume (Monday-Friday 8:30 a.m. to 5 p.m.).

It is each student's responsibility to obtain the ID card through the Redbird Card Office before registration. The ID is required for registration.

The enclosed location sheet shows where the U-High ID will be accepted on the ISU campus. Please note, U-High students will **not** have check cashing privileges, admittance to residence halls, admission to University events, or other services such as Illinois State University Student Fitness Center and Health Services.

Students are advised that no one else is to use their ID and they should not leave it with anyone as collateral (for example to check out equipment). If your card is lost or stolen, you should report it immediately to the Redbird Card Office by calling 438-CARD (2273) during office hours to deactivate it. Students may also go into the My.IllinoisState portal at <http://My.IllinoisState.edu/redbird-card> to turn their card off if it is lost/stolen or turn it back on if it is found. (This option is under the Report Lost or Found tab). If a card needs to be replaced, the cost is \$15 (cash, check made out to ISU, or Redbird Dollars). If the ID is broken or damaged, the replacement cost is \$5 (old card must be turned into the Redbird Card Office).

All University High School students will use the ID. If you have any questions, feel free to contact me at 438-8346. You may also call the Redbird Card Office at 438-2273 if you have questions on how or where the card is used.

Sincerely,

Illinois State University
Redbird Account Deposit by Mail

Please complete and mail this form (or a copy of this form) along with your check made out to **Illinois State University** to the address below. If you have any questions, please feel free to call the Redbird Card Office at (309) 438-CARD.

U-High Student's Name _____

U-High Student's University ID Number _____

Amount of Deposit _____ Check # _____

Check Date _____

Mail Completed forms to:
Student Accounts
Redbird Account Deposit
Campus Box 1210
Normal, IL 61790-1210

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ISU LOCATIONS ACCEPTING THE U-HIGH ID CARD FOR PURCHASES

RESIDENCE HALL DINING: (All you care to eat)

Linkins Dining Services (Tri-Towers)
Watterson Food Court

Door Rates (subject to change):

\$6.15 for Breakfast (open to 10:59 am)
\$8.65 for Lunch (11:00 am to 4:29 pm)
\$10.00 for Dinner (4:30 pm to close)

RESIDENCE HALL SUBWAYS

Cardinal Court Subway
Hewett/Manchester Subway

BONE STUDENT CENTER

Tech Zone (computers & cables only)
Lobby Shop (1st Floor)
Bone Student Center Box Office (tickets)
Barnes & Noble Bookstore (2nd Floor)
Pizza Hut (2nd Floor)
Burger King (2nd Floor)
McAlister's (1st Floor)
Einstein Bros. Bagels (2nd Floor)
Bone Student Center Laser Printer (1st Floor)
Bone Student Center Parking
Redbird Card Office (replacement IDs, lanyards,
and ID holders)

OTHER CAMPUS LOCATIONS

U-High Snack Shop
CVA Airport Lounge
Canteen Vending Machines-Campus Buildings
College of Business Bistro
Bowling & Billiards Center
Milner Library Copy Machines, Laser Printers, and Microfiche
Milner Einstein Bros.
Center for Performing Arts Box Office (tickets)
Alamo II Bookstore

How the card works:

Locations have readers which your U-High Card is "swiped" through to access your Redbird Dollars via the computer system.
The balance is shown after your transaction is processed.

How to protect your card:

Do not bend, fold, or expose your card to excessive heat, washing or other damaging elements.
Do not pass your card through any other system (i.e., automated bank tellers) as decoding may occur.
Do not leave your ID card on or near a TV, stereo, telephone, microwave, or other electromagnetic equipment.
Do not punch holes in your card. This may make your card unusable in any reader.