Western ONECard

If you are new to Western, you will need to obtain a Western ONECard (Photo ID Card). This card functions as an identification card and can be used to access Western libraries, Campus Recreation, and secured doors. It also functions as a campus meal plan card and is to be used with your bus pass. Your Western ONECard is needed in order to pick up your parking permit.

INSTRUCTIONS FOR OBTAINING YOUR WESTERN ONECARD

To assist you with obtaining your ONECard, Western has an online service available through the Student Center for submitting your photo. Log into the Student Center using your Western Identity and click on “Western ONECard Photo Upload”. More information, including photo standards, can be found here: https://www.registrar.uwo.ca/services/western_onecard_and_photo_standards.html

Please upload your photo no later than August 1, 2020 to allow for processing.

Please note the following:

Your Photo Must:
• Have you looking straight into the camera (i.e. no tilting of the head or side shots of the face)
• Be from the neck-up only and show your entire face
• Have a neutral or smiling facial expression
• Be in colour
• Be of good quality (i.e. is not blurry or grainy)
• Have NO FILTERS

Your Photo Cannot:
• Contain hats or sunglasses
• Have inappropriate expressions
• Have anything obstructing the view of your face (i.e. no hands on your chin or side of your face).
• Have shadows behind you
• Have glare on prescription glasses
• Be a scan of your driver's license, passport, health card, etc.
Photos should be similar in nature to a passport photo and will remain on your Western ONECard for the duration of your studies at Western. Western reserves the right to not produce a Western ONECard where the photo submitted does not meet the above criteria.

**NOTE: This photo will follow you throughout your training here at Western and will be used for reference by your professors when conducting your evaluations. Please carefully consider whether the photo you are submitting is one you wish evaluators to see.**

When picking up your Western ONECard, you will need your student number and one piece of government-issued photo identification, such as:

- Driver’s License
- Passport
- Citizenship card

Your name on your identification document must match the name that Western has on file for you.

**Student Central office is currently operating virtually due to COVID-19 and you will not be able to pick up your card in person at this time. We will let you know the distribution process once determined.**