



BG1 Plus

112A Bowen-Thompson Student Union

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Identification Requirements to Receive a New or Replacement BG1 Card

Your BG1 Card is used to verify your identity and to complete financial transactions. In order to print this official form of identification, the BG1 Card office requires one the following:

- A valid State-issued driver's license with photo
- A valid State-issued photo ID card
- A valid passport with photo
- A valid military ID card

If you have never been issued one of the aforementioned forms of identification, we can typically accept a document from the modified list of Ohio BMV approved primary documents below coupled with a document from the list of approved secondary documents listed below. These documents are accepted on a case-by-case basis and must be reviewed and approved by the BG1 Card Services Manager at the time of BG1 Card production.

Primary Documents (Must include full legal name and date of birth)

- Certificate of Birth - Either an original or certified copy with a seal, issued by an appropriate government agency. Must contain gender.
- Certified Copy of Court Order - Must contain the full name and date of birth of the applicant.
- Concealed Weapons Permit - A valid Ohio issued permit with photograph.
- Offender Release Card - Valid issued by the Ohio Department of Rehabilitation and Correction or DYS Department of Youth Services; containing the person's photograph, name, date of birth and Social Security number.
- United States Citizenship and Immigration Service (USCIS) Documents - Must be an original and valid, or like documents issued by the successor agency to the USCIS.

Secondary Documents

- Bureau of American Indian Affairs Card or American Indian Treaty Card - Tribal Identification card is not acceptable.
- Certified Copy of a Court Order – A certified copy of a court order with or without the date of birth.
- Credit Card
- Department of Human Services Card - May or may not have photo.
- Employer Identification Card - With photograph.
- Foreign Birth Certificate - Accompanied by an approved translator if the birth certificate is not in English.
- Gun Permit - With photograph.
- Health Insurance Card – Current and valid.

- Internal Revenue Service or State Tax Form - Issued by the appropriate governmental agency within the last 3 years.
- Marriage Certificate – Or marriage license.
- Medical Records – From a doctor or hospital.
- Military Dependent Identification - Must be valid with photograph.
- Military Discharge – Separation papers.
- Motor Vehicle Title – But no vehicle registration.
- Pilot’s License
- Public Assistance Card – Issued by a governmental agency.
- School Record or Transcript - Must be certified copy.
- Social Security – An official social security card, but not a metal card.
- Student Identification Card - With photograph issued by a recognized school or university.
- W-2 Wage and Tax Statement – Cannot be handwritten and must contain full social security number.
- 1099 Form – Cannot be handwritten. Must be one of the following types: SSA-1099, 1099-DIV, 1099-G, 1099-INT, 1099-MISC, or 1099-R.

Note: Additional documentation may be required if the documentation provided is questionable.