

University Employee/Visitor ID Badge Request Form

This form must be submitted to the University Human Resources Employment Service Center (1044 Delp) for processing prior to an ID badge being issued.

First Name Last Name

Credentials MD DO MBBS PhD Other

Department

Employee New Internal Transfer

Visitor Volunteer
 Shadow (no access allowed, badge is for ID purposes only)
 Visiting Resident / Fellow
 Visiting Scholar / Researcher
 Visiting Student
 Vendor
 Other

Access Needed (check all that apply) General Access
 Hospital Access
 Other

Approved by Department Administrator (Signature Required):

Approved by KUMC Human Resources (Signature Required):

Badge Number Employee ID

Badge Office address: KU Hospital-B314

Phone: 913-588-8256

Email: badgeoffice@kumc.edu