



Obtaining a Campus ID Card

[Campus ID Card Office \(Buff OneCard Office\)](#)
Center for Community (C4C), N180
303-492-0355
Email: info@buffonecard.com

Guest / Affiliate ID Card

Visiting scholars who will 1) not be paid by CU Boulder or 2) will be paid by CU Boulder but do not have a SSN yet, can apply for a Guest/ Affiliate ID card.

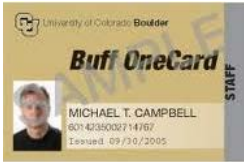
The sponsoring department must complete the: [Department & Guest Card Request Form](#)

- There is an [electronic](#) and [paper form](#) option
- Based on the department's request, the ID card can be set-up for electronic door access, printing, and more.

To request the ID card, take following to C4C, N180 (after confirmation that the electronic request form was received):

- Completed [Department & Guest Card Request Form](#) (if department did not submit an electronic request)
- Government issued photo ID (e.g., passport, U.S. license); and
- ID card fee payment: *\$5 (U.S. cash or credit card).

Buff OneCard



The Buff OneCard is the official university ID card. Employees are required to carry it when they are on-campus.

If you are being paid by CU Boulder OR have a CU Boulder family housing assignment, you can apply for a Buff OneCard.

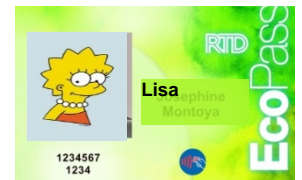
Take the following to C4C, N180:

- Government issued photo ID (e.g., passport, U.S. license);
- If you are paid by CU Boulder, have your payroll liaison confirm with the ID Card Office that they can see your employee record and would be able to issue an ID card. This may require having a SSN and being entered in the CU Boulder payroll system (HCM).
- If you have family housing, also bring the ID card fee payment: *\$5 (U.S. cash or credit card and a copy of your lease for a Housing Affiliate ID card).

It costs *\$30 to replace a lost or stolen Buff OneCard; it costs *\$5 to replace a damaged ID card.

RTD EcoPass: For Paid Benefits-Eligible Employees

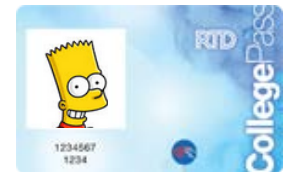
Employees who qualify for a Buff OneCard and have at least a 50% appointment, are eligible for a free EcoPass (RTD bus and light rail pass).



RTD Collegepass: For Residents of CU Boulder Family Housing

Scholars living in CU Boulder housing have the option of paying *\$85/semester for an RTD CollegePass.

The RTD EcoPass and RTD CollegePass card allow the cardholder to ride the local and regional buses, Stampede to East Campus, and the Denver light rail free of charge during the card's validity period (exception: SkyRide bus to DIA).



For additional information about the Regional Transportation District (RTD) including schedules, trip planners, and alerts, access the [RTD webpage](#).

*Please note that this fee may have increased since the time of publication.