



# New England College

**New England College**  
98 Bridge Street  
Henniker, NH 03242  
**Phone** 603.428.2211  
**Web** www.nec.edu

Instructions: Fill out all fields on this form. From your legal NEC email address, attach this form and a recent photo (using the photo guidelines below).

\*Online students that want their ID's mailed or soft copy emailed: [StudentID@nec.edu](mailto:StudentID@nec.edu)

\*On-Campus students that want their ID's printed: [NECSafety@nec.edu](mailto:NECSafety@nec.edu)

These items must be sent in the same email and all guidelines must be followed. Failure to follow any of the instructions may result in your request being denied.

If you want the ID mailed, mail a self-addressed and stamped envelope to: Campus Safety, 98 Bridge St. Henniker, NH 03242

Photo Guidelines:

Photo must be taken against a neutral background; Face must be pointed straight toward camera; Nothing may interfere with seeing your face; Hair must be worn down; No hats or sunglasses may be worn

Given/ First Name			
Family/Surname			
Date of Birth			
Mobile Phone #			
Student ID #			
Home Address	Street Address	Apt Suite	
	City	State	Zip
Expected Year of Graduation			
Program of Study			
New England College Email:			

*This is for new ID requests only. If you already have had an NEC ID issued and need a reprint, a \$25 fee will be added to your student account.*

Office Use Only:

Banner/Date

Campus Safety/Date

Mailed/Date