



Master of Science in Nursing (MSN) Badge Request Instructions

This form and required documents must be submitted by students who wish to obtain a MSN badge but are unable to apply in person. **Students must be currently enrolled in at the University of West Florida in order to receive a badge.**

Instructions:

Step 1: Complete all fields in Section I of the MSN badge request form.

Step 2: Present the MSN badge request form to a licensed Notary Public for completion of Section 2.

Step 3: Return the following documents to:

University of West Florida
Nautilus Card Office
11000 University Parkway, Bldg. 20W
Pensacola, FL 32514-5750

- Completed MSN badge request form
- Copy of photo identification presented to Notary Public
- \$10 check or money order payable to: University of West Florida
- Color passport photo

Step 4: Please allow 7 to 10 days for delivery of the badge once the form and required documents have been received by the Nautilus Card Office.



Nautilus Card Identity Verification Form

I am requesting a MSN badge, and by submitting this form and the other documents requested, do hereby certify that the information provided is true and accurate.

Section 1: To be completed by applicant

Print Name: _____
(First Name, Middle Initial, Last Name)

UWF ID#: _____ Date of Birth: _____

Email: _____ Daytime Phone: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Signature of Applicant: _____ Date: _____
(Sign in the presence of a Notary Public)

Section 2: To be completed by Notary Public

State of _____ County: _____

I hereby certify that on this _____ day of _____, 20____,

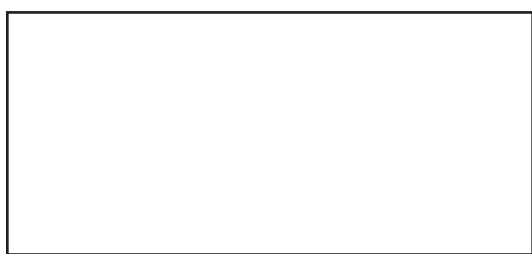
_____ personally appeared to me the signer and subject of the above form, who signed or attested to the same in my presence, and presented one of the following forms of photo identification as proof of his/her identity:

- Driver's License - State Issued: _____ DL#: _____
- Passport - Passport #: _____
- Gov't Issued ID - Type: _____ ID #: _____

Notary Public: _____
(Print Name)

My Commission Expires: _____

Notary Public Signature: _____



(Reserved for Notary Seal)