

- The Spouse Pass is a USU student ID card which can be purchased for a currently-enrolled student's spouse. A fee is paid to give the spouse access to certain student services.
- The Spouse Pass is valid for the standard fee-based services offered on the Logan campus excluding computer labs and student health services.
- To obtain a Spouse Pass, a person must be married to a registered USU student. A summer pass may be purchased if the student was registered for and paid all tuition and fees in the previous spring semester and is registered for the next fall semester.
- **An original or photo of marriage license or certificate must be shown one time.** A student who has previously purchased a pass but who has not previously shown this document must do so before another pass can be sold. The Registrar's Office will maintain record that a marriage certificate has been shown.
- If the spouse does not have an A-Number, one must be created and the spouse must be present at that time with a valid picture ID.
- The student must show valid picture ID every time semester access charges are requested.

<u>Costs</u>	
<b>Semester Access</b> .....	\$40.00 (Purchased at the Registrar's Office each semester)
<b>ID Card</b> .....	\$15.00 (One-time purchase at the Card Office)

**STUDENT INFORMATION**

Student Name: \_\_\_\_\_ A-Number: \_\_\_\_\_ Semester: \_\_\_\_\_  
 Email: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**SPOUSE INFORMATION**

Spouse Name: \_\_\_\_\_ A-Number: \_\_\_\_\_ Semester: \_\_\_\_\_  
 Email: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**STUDENT CERTIFICATION SECTION**

*I hereby certify that I am legally married to the person listed above in the Spouse Information section. I agree to provide documentation of marriage in the form of a government-issued marriage license or certificate.*

➔ **STUDENT SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**FOR REGISTRAR'S OFFICE USE ONLY**

Processing Checklist:

- Verify photo ID.
- Verify enrollment and account balance.
- Verify original or photo of marriage license or certificate. Log in SPAIDEN on student A-Number (**MLIC**); Enter spouse Name and ID.
- Charge \$40 to spouse with **2SPO**. Post payment at the time of request.
- Log transaction in the Spouse Pass Purchase Log

**PROCESSED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_