

Student ID Card for DHBW Heidenheim

Important Information

For all international students

Dear Students,

At the start of your course at the Duale Hochschule Baden-Württemberg Heidenheim you will receive a chip card which is your Student Identity Card.

This card has several functions:

- **identity document for examinations and tests,**
- **access card to enter buildings/rooms at the Duale Hochschule Baden-Württemberg Heidenheim,**
- **photocopier card,**
- **cafeteria card,**
- **library card.**

To issue the Identity Card a colour passport photo in a 2:3 ratio format (the most optimal size is 220 x 300 Pixels) is required. Please no larger formats!

Please upload your picture to the following website:

<http://www.heidenheim.dhbw.de/studentidcard>

To upload your picture, you will need your Matriculation Number and Date of Birth. You will receive your Matriculation Number via email.

For the date of birth, please use the given date grid otherwise you will receive an error message and you will not be able to upload a photo.

Please check the uploaded photo before saving it and upload another photo if necessary. What you save will appear on your ID card. Only one photo can be submitted!

If the upload does not work, please send us a screenshot of your error message. Please contact the following email address:

gebaeudemanagement@dhbw-heidenheim.de

If you lose your Student Identity Card, there will be a charge to issue a replacement.

You will receive your Student Identity Card during orientation; it will be valid until the end of your course.

Your photo will be used to create the student ID and will be deleted after production. We assume your consent to this unless we hear otherwise.