Directions for Obtaini ng a State of MD Employee ID

All regular-status faculty and staff who wish to use the free ridership benefit must get a state ID. Steps to o btain a

state ID:

1 . Employees must fill out and provide the following (3 items):

A. State Employee ID application

B. a co py o f their government-issued pho to ID (driver ’s license or passpo rt)

C. jpeg photo graph o f the applicant

Photographs for the secur ity card must meet the followi ng requirements:

a. Picture must be JPEG formatted

b. Picture must be a white backgŘ o