



# Husky One Card (Your UConn ID card)

*One Card Office, Wilbur Cross Building, Room 207*

*Office hours: Monday – Friday from 8 am to 5 pm*

*Website: [onecard.uconn.edu](http://onecard.uconn.edu)*

*To obtain your UConn Husky One Card, please visit our office during office hours. \*Note: we will also be at the New Faculty Orientation on **Wednesday, August 26th from 2:00pm-4:00pm** where you can also obtain your UConn ID.*

*August 26th through September 2nd will be especially busy days so you may encounter wait time. **Friday, August 26<sup>th</sup>, the One Card Office will have extended business hours of 8am to 7pm for Move-In weekend.** You can also visit the office any time on **Sunday, August 28th from 10am to 2pm.***

## Helpful Tips

### **What do I need to have with me to get a Faculty Husky One Card?**

Your Husky One Card can be obtained AFTER you receive your Net ID. Please bring a government photo ID (such as a driver's license, military ID or passport) and a copy of your employment offer letter. Your initial card is free.

### **How do I obtain my Husky One Card if I work at a regional campus?**

Every regional campus has an office that distributes Husky One Cards. Please visit our website at [www.onecard.uconn.edu](http://www.onecard.uconn.edu) and click on "Office Locations/Hours" under Quick Links to locate where the office is located on your campus, along with the office hours.

### **How do I get my Husky One Card to open the door of the building I work in?**

You will be issued a proximity card. If the building you work in has proximity readers on the exterior doors, you will need to give the five digit proximity number found on the back upper left corner of your card to your building door access manager so it can be registered into the door access system.

### **What do I do if I lose my Husky One Card?**

If you lose your card, go to [www.onecard.uconn.edu](http://www.onecard.uconn.edu) and click on "Report Lost Card" under Quick Links. If you find it, you can reactivate it at the same link. The fee to replace a lost card is \$20.

### **What happens if my Husky One Card stops working?**

Please bring it to the One Card Office. We will replace a non-functioning card that exhibits normal wear and tear at no charge. Please do not punch a hole in your card. The One Card Office offers cases for carrying your card.

### **Does my Husky One Card expire?**

Your card is valid as long as you are affiliated with the University. If there is a change in status (such as a name change) you can get a new card for free.

### **Can another person use my card?**

No. Your card is only for your use. Since your card may grant you access to specific buildings and labs, it would be a security violation to share your card with others. Additionally, this policy safeguards any value, such as Husky Bucks, that may be on your card.

### **What can I use my card for?**

The Husky One Card has many different functions. In addition to using it for identification, you will use it to take materials out of the library, to access the recreational facility (with a purchased membership), to access buildings and labs, to make purchases with Husky Bucks, for meal plans, and to ride the WRTD bus for free. Food and beverages purchased at UConn Dining Services' locations are tax-exempt when you present your card to the cashier.

**What are Husky Bucks?**

Husky Bucks is a debit-like account set up on your Husky One Card. You will enjoy the convenience of being able to make purchases at participating locations, on and off campus, without having to carry cash or other cards. Many merchants offer discounts and promotions, such as drawings to win gift cards when you pay with Husky Bucks. For the full list go to [www.onecard.uconn.edu](http://www.onecard.uconn.edu). Follow us on Twitter and Facebook to see our special deals and discounts!

**How can I add Husky Bucks?**

With a MasterCard/Visa credit or debit card at [www.onecard.uconn.edu](http://www.onecard.uconn.edu), through your personal bank's online bill pay system, at the One Card Office, or at the Husky Bucks cash deposit machines on the Storrs campus. Using the online website deposit method incurs a \$2 convenience fee per deposit.

**How do I check my balance?**

You can see all your recent transactions and deposits at [www.onecard.uconn.edu](http://www.onecard.uconn.edu). Click on "Cardholder Login".

**Can I take cash out of my account?**

Cash cannot be taken out of this account. Refunds are issued upon request after leaving employment.