

**ID Cards to Enter Roosevelt
(For New Members, and those who
may have lost their card)**

RU Expanded Hours

Don't forget that you need an electronic ID Key card for the main entrance to the Roosevelt Schaumburg campus. You will need this card to open the electronic lock each time you enter the school.

New ICL members, and members who may have misplaced their card, must go to the Schaumburg Campus to obtain a card. This card will have your picture on it and identify you as an ICL member.

In addition, as you know, you will need to prove you are fully vaccinated against COVID-19 to attend classes on campus. Once you have your ID card, and have provided proof of vaccination, you will be given a green "R" sticker for the lower left corner of your card. This sticker will alert Roosevelt personnel that you have been vaccinated.

Here's how you get your card:

1. **The card is obtained in Room 125.** Room 125 is located on the right, past the circular information desk at the main entrance.
2. You can get a card this Thursday (07/29) between 9:00 am and 3:00 pm. Beginning on Monday, August 2 the hours will be Monday through Thursday, between 9:00 am and 5:00 pm.
3. **Your card will cost \$10.00.** This is the school's charge to us for providing the card.
4. **You will be paying the \$10.00 fee to ICL.** Do not pay the school when you get your card. The school will periodically send a bill to ICL and we will pay it. We will then contact you to reimburse ICL.
5. **When you are asked for payment, you can pay by check or cash.** Checks should be made out to ICLRU.
6. **If needed, try to get your card before August 2nd**, as our Summer/Fall Intersession classes begin then.

If you have any questions, please contact Officemanager@iclru.org.

Thanks for your cooperation.