Request for STUDENT ID card only

Student ID cards are digitally made so it is very important a digital picture of the student be submitted to Student Records. **Please email your request for a student ID card to** student.records@springscs.org.

The email must include the following items to create a digital Student ID card:

- Student's full name
- Date of birth
- 1" x 1" passport-size digital photo. The photo must meet the following requirements:
  - Head shot only – facing the camera
  - No sunglasses
  - No hats or headphones

Student ID cards will be mailed to the mailing address on file.

Request for PARENT ID card only

Please click here to download a form to request a parent ID card.