STUDENT ID APPLICATION

Instructions for Erasmus students

UNIVERSITY OF IOANNINA DEPARTMENT OF ECONOMICS



University of Ioannina

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1. Why should you apply for a Student Card?

The Student Card (paso in Greek) is an important tool for your identification as a student in Greece. You need the student card to use the student facilities within the campus as well as to benefit from the student prices in the city. Some of our previous students have also mentioned that the student card in their home countries is not that important as it is in Greece. **So, don't lose your time and apply for it as soon as possible!**

The Student Card is used for the following purposes:

- It gives you access to the campus. It is essential for your participation in course examinations, your right to free meals at the student restaurant (breakfast, lunch, dinner) as well as your access to the University Library. Note that you cannot borrow from the library without the student card.

- The student card gives you the right to use cheaper bus tickets. For example, a normal and one-way bus ticket in Ioannina costs $2 \in$. With the student card, you are entitled to a student ticket which costs $1 \in$, if you buy it on the bus. If you buy it from the kiosks, it costs $0,60 \in$. Remember to have your student card always with you, otherwise you might get fined.

- You are entitled to discounts on trains, buses, and boats. Always ask for them.

- You are entitled to discounts in museums, concerts and anything related to culture. Remember to always ask for student tickets.

- Some stores, restaurants, bars, cafeterias, schools of foreign languages as well as beauty salons offer student discounts.

Please do not feel uncomfortable asking for the student price as it is something normal here in Greece! Note also that the student card is valid everywhere in Greece, not only in Ioannina city!

Websites	1) <u>https://uregister.uoi.gr/</u> (Activation of
	student account)
	2) https://en-academicid.minedu.gov.gr/
	(Application for the student card)
People you can contact in case of error:	1)grameco@uoi.gr (Secretary of the
	Department of Economics)
	2) <u>ptsirkin@uoi.gr</u> (Mr. Tsirkinides, IT
	support engineer)
Responsible Person at your Department:	p.salamaliki@uoi.gr (Assist. Prof.
	Salamaliki, Erasmus+ Coordinator)

2. Guidelines for the student card application2.1 Activation of student account

To apply for your student card, you should first activate your student account at the following website: <u>https://uregister.uoi.gr/</u>

The activation requires 4 steps:

Step 1.

The first step is to choose your academic role (student). After this please write your email. It is important to write the same email that you use to contact with the UoI. Otherwise, the system will not recognize you.

a uregister.uoi.gr/mode			配 仓 ☆
	URegister	University of Ioannina EN GR	
	Identity Management Infrastructure Account activation		
	Choose the group you b	elong to	
	○ I am a faculty member or staff		
	○ I am an associate		
	I am a student		
	Proceed with account activat	lon	
	Please note that your network account profile is automatically updated from your subsc (Student, Staff, Associate). You can activate one or more roles in the same account for w	ription to the Foundation based on the roles you have activated hich the same password will apply.	
	Privacy Policy and Terms of Use	v5-2	
		GU	
		net	



Step 2.

Enter your Social Security Number (SSN, in Greek AMKA). As an Erasmus student you are not required to have a Greek Social Security Number. For this reason, please click on the "*I want to use a non-greek SSN (or European Health Insurance Card)*".

uregister.uoi.gr/ngetuser			
u	Register	University of Iscannina EN GR	
	Identity Management Infrastructure Account activation	Step 2/4: Entering user information	
	 Please enter your SSN. In case you do not have a greek SSN(ALNCA) you can use your country's social security number, or the number of your European Health Insurance Card Note that your social security number will be used only for the egistration process 	SSN: 11 digit number, no spaces File d your SSN (Great only) I want to use use a non-greek SSN (or European Health Insurance Card)	
	rrivacy Policy and Terms of Use	152	
		Gu	

After this, please fill in the number of your European Health Card. If you have a private insurance, please use the customer number that is stated on your contract. In this case, remember to select the country from which you bought the insurance.

URegister	University of Ioannina EN GR
Identity Management Infrastructure Account activation	Step 2/4: Entering user information
 Please enter your SSN. In case you do not have a greek SSN(AMKA) you can use your courtery's social security number, or the number of your European teath Insurance Carl FPOTALKH KAPTA ATOMATERY ATO	Social Security Number: European Union Select country and input your number I want to use a greek SSN(AMKA) Next
Privacy Policy and Terms of Use	v5-2
	GU

After that, you will receive an email with a personal code (PIN). Please enter this code. Note that the code expires after 15 minutes, but you can ask for a new one. Always check your junk file as well.

← → C (â uregister.uoi.gr/validate			
	URegister	University of Iopannina EN GR	
	Identity Management Infrastructure Account activation	Step 2/4: Entering the PIN code	
	Please enter the DN code you recieved at nilippnero@pmail.com REMEMBER This PNN code will remain valid for 15 minutes and can only be used once!	* PIN code: Fease entry the PIN code reactly as it appears in the message you received at all appears dynamicson. Seed me a new PIN code Next * mandatory fields	
	Privacy Policy and Terms of Use	v5-2	
		(GU	

Step 3.

In the thrid step you must review your personal data and write down your username as it is stated on this page. After this, please agree on the terms and conditions to proceed.

Identity Management Infrastructure Account activation	Step 3/4: Confirming the user's information
	Greek English
 For the account activation process, the assigned by your institution username ec05127 will be used. After checking that the presented information is correct, click 'I agree' to proceed with your registration, or 'I do not agree' to inform you on how you can correct your personal information. We will use your cell phone number and your external email address, as an additional authentication method when accessing applications that deal with sensitive information, as well as for recovering your password in case you lose it. 	Image: Constraint of the purpose of recovering my password via SMS.
Privacy Policy and Terms of Use	v5-2

Step 4.

In step 4, you must enter your username as it was given in step 3 and to create a password to activate your account. If you have any problems though you can contact the secretary of your department.

Now you have activated your account and you can start the application for the student card.

2.2. Student Card Application

Please enter here to apply for your student card: <u>https://en-academicid.minedu.gov.gr/</u>

Click Registration/Login. **Do not** click on the registration for the Erasmus Students, even if you are.

	ΜΟΚΡΑΤΙΑ Academic Identity Card	online service
		Sa+ Sa- @ a 🎟
Home Page	(
News - Announcements	Home Page	Registration / Login
Announcements Students Applications Application Submission	Digital Copy of the Academic Identity Cards We inform you that the students' Academic Identity Card is now adittionally distributed as a digital copy by downloading a PKPASS file for Android and Apple devices.	Erasmus Students
Deadlines	Students	. The
Useful Organizations	As of 24/09/2012, undergraduate, postgraduate and doctoral students of all Universities and Technological Institutions of the country can apply online for a new academic identity card. The new academic identity card features high mechanical endurance and security standards against tampering. In addition, it is designed to be valid for as long as one is a student and to cover multi-purposes, aside from just being a Student Fare Card (Pass). Identity cards shall be picked up at the delivery point selected by each student when filling his application, free of charge. The new identity card indicates precisely the validity period of the Student Fare entitlement. In case a student is not eligible for a Student Fare, the card shall be valid only as an academic identity card. Each Institution may take advantage of the new identity cards by developing new academic services and/or applications to better serve its students.	User Manual
	Experience for the former The formed the rest of the former the formed the former Co-founded by Greece and the European Union WSC ELO WSC WAT-AA WSC WAT-AA	

Now choose "undergraduate student", even if you are a Master student.

	Η ΔΗΜΟΚΡΑΤΙΑ ο Παιδείας και Θρησκευμάτων	Academic Identity Card online service
		Sat Sa: @ a #
S Home	Prequently asked questions (FAOs)	Contact
Welcome		
	Sign up	Login
	<pre>\$</pre>	
To register in the a	application, please select the user category you	To login to the application, please select the user category you pertain to:
Postgradu	ate Student	Postgraduate Student
Doctoral S	tudent	Doctoral Student
		If you have trouble logging into your account, you may contact the Uters Helt Desk
	👘 🛒 ΕΣΙ	TA Av grnet

In the next step you must confirm your Host University. The English version does not work properly, so kindly use the Greek one. Press the button: $E\pi\iota\beta\epsilon\beta\alpha\iota\omega\sigma\eta$, as indicated in the image below.

	Ομοσπονδία ΕΔΥΤΕ			
Authentication & Authenization	Υποδομή Ταυτοποίησης και Εξουσια	οδότησης (ΑΑΙ)		
prise.	1			
ρίσκεστε σε αυτήν τη σελίδα επειδή π	ροσπαθήσατε να προσπελάσετε μια υπηρεσία που συμμετέχει στην Ο	μοσπονδία ΔΗΛΟΣ του ΕΔΥΤΕ. Προκειμέ	ένου να προχωρήσετε, θ	θα πρέπει
α επιλέξετε τον Οικείο Φορέα σας από	τον παρακάτω κατάλογο. Προαιρετικά, μπορείτε να αποθηκεύσετε την	ν επιλογή αυτή, ώστε να μην ερωτηθείτε σ	τε επόμενες συνδέσεις ο	σας.
	Πανεπιστήμιο Ιωαννίνων	 Επιβεβαίωση 		
	Αποθήκευση της προτίμησης: \Box			
National Infrastructures for Researc	h and Technology (GRNET) provides the Hellenic Academic. Resea	arch and Education community with ad-	vanced services, high-te	capecay

Then, enter your username and the password that you created for the activation of your account.

	UNIVERSITY OF IOANNINA Central Authentication Service				
Sign in	Secure usage Frequent questions				
Welcome to the Sign in to affilia	Central Authentication Service for users! ted services by giving your credentials only once.				
	Secure usage of the service On this page you will find information regarding secure usage of the service.	s ore >	With your account Username: Password: Password	Int ec05127 	Login
	penalsis Evean normals fauto bindys Ungrackner/10/00 Dira silvar 50-0000 Provident 50-00000 Provident 50-0000 Provident 50-0000 Provident 50				

In the next step, please **DO NOT** check the first box.

衸 Home	Prequently asked questions (FAQs)	🖀 Contact
Graduate from another	r department of the University (AEI) or Techno	logical institute (TEI)
By selecting the checkbox bel	ow, the Academic Identity Card to be printed out, shall not be valic	as a Special Fare Card.
🗹 I am already a graduat	e from another department of the University or Techn	ological Institute
	Terms and Conditi Academic Ident	ons for connecting to the ity Card online service
 The "Academic Identity C and Technology SA. (her other staff of the Acaden 	Card online service" is provided by the Ministry of Education, F einafter referred to as "GRNET SA"). The object and the purp ic and Research Institutions (hereinafter collectively referred	tesearch and Religious Affairs with the technical support of the National Infrastructures for Research ose of the service is to provide the Academic Identity Card to all eligible students, professors and to as the "relevant entities")
 Participation in the progra legislation in force. 	amme and submission of a request for the Academic Identity	Card by a student are automatically deemed as acceptance of the present terms as set out in the
 All participants in the "Ac and up-to-date and that 1599/1986, as in force at 	ademic Identity Card online service" Program, Beneficiaries ti any statement made in relation to the "Academic Identity Car : any time.	nereof, expressly accept that all data and personal details entered in the programme are accurate, true d online service" is a Responsible Declaration in the sense and as per the consequences of Law
4. An Academic Identity Car	rd may be requested by any of the following persons:	- Mar 19 - Andrew Cardening and Mar Caroly Caroly Caroly Caroly

Instead, scroll down the screen and check the box *continue registration*, as indicated in the following image:

 A mass of any safet decaying code, mes of programs designed to interfer product of the operation of any compater software of the any decommunication 	^
network or equipment.	
5. interference with the services or disruption of any services, servers or networks connected to the "Academic Identity Card online service" or non-compliance with the rules, conditions	s,
procedures and rules of such networks.	
6. intentional or unintentional, violation of any local, national, European, international law and /or of any rule with the force of law, governing and/or covering the "Academic Identity	
Card Service".	
7. harassment in any way of the privacy, of the individual and social rights of other users / members as well as of any individual.	
12. GRNET SA reserves the right to modify the present terms and conditions by notifying the registered users/participants in the service by virtue of pertinent post on the present website.	
Continued use of the application shall be construed as an automatic and explicit acceptance of such modified terms. In case of disagreement with the new terms, a participant may address	3
a written request to the service Users Help Desk seeking the deactivation of his/her account in this application.	
13. The Ministry of Education, Research and Religious Affairs and GRNET SA may not be held responsible for any data and information entered under the beneficiary's sole responsibility in	
his/her online request and for those printed out on his/her Academic Identity Card.	
14. The present participation terms and conditions replace any prior understanding whether oral or written, or any other contract or agreement relevant to the "Academic Identity Card online	
service". These participation terms and conditions are governed by Greek law, and any dispute arising in connection with them will be settled by the Courts of Athens.	\sim
I hereby declare under my own responsibility that:	
1. There read and Thereby expressly accest all the Terms and Conditions for the participation in the "Academic Identity Card poline service" (credit to read them)	
1. The detailed and The by expressing accept an ore <u>relations and conductors</u> for the participation in the Acceleric Literary Card Vinine Service (action to read them) 1. The detailed and the request is the relation of acceptance	
2. The data stated in this request is the and accurate	
5. Eaglee to receive notifications about any other actions concerning students	

In the next step, kindly check your data and press continue if they are correct. If they are not correct, kindly contact the secretary of your department.

*		
釿 Home	Frequently asked questions (FAQs)	Contact
t's the first time you	connect to the Academic Identity Card online servi	ce, by logging in from the User Catalog of your Institution.
he following data ha	ve been sent from the User Catalog of your Institut	tion to the Academic Identity Card online service and will automatically be stored in your account.
on't worm if the Us	as Catalog of your Institution saturned the name f	fields in greak and in latin characters. During the application process you will be able to edit the
elds accordingly.	er catalog of your institution returned the name i	ielus în greek anu în latin characters. During the application process you will be able to euit the
Acadomic Stature		
Academic Status.		
First Name:	Φοιτ	
Last Name:	Пропт	
Institution:	NATIONAL TECHNICAL UNIVERSITY OF ATHENS	
School:	ELECTRICAL AND COMPUTER ENGINEERING	
Department:	ELECTRICAL AND COMPUTER ENGINEERING	
Registration Number:	am856	
The data ARE NOT (correct, press CANCEL and contact the Help Desk o	If the Network Center of your Institution asking for the data to be corrected on the User Catalog
the data are correct	t, press CONTINUE to proceed with registering to th	ne application.
Continue	ancel	

Checking and confirmation of the returned data

You should then fill in the contact information (cell phone number and e-mail address). The contact information must be accurate, so that you will be able to receive notifications via e-mail or SMS. Please note that only Greek phone numbers are accepted, and this stage is mandatory. After filling in this data, you should press the "**Save**" button and you will be redirected to a new page. You are then prompted to verify your e-mail address.

Home	Student Details	Application Preparation Application Submission Canceled Applications Contact				
» Cor	ntact Info					
It is	important to enter yo	our contact info, so that you receive notifications regarding your application for the Academic Identity Card				
E-mail:	:	john.wick.09212@gmail.com				
Confirm	n E-mail:	john.wick.09212@gmail.com				
Mobile	Phone:	690000000				
Confirm	n Mobile Phone:	690000000				
💾 Sav	Save .					
Comm	Comments					
A verifi	cation e-mail will be	e sent to the e-mail address you entered. Please select the hyperlink inside the e-mail to verify your e-mail address.				
Impor	Important Note					
There is	There is a chancee your e-mail provider has marked the verification e-mail as SPAM. Please check the Spam and Junk folders in your e-mail client.					
There is	There is also a chance, that your e-mail provider has deleted the verification e-mail automatically.					
In eac	In each case you can create and submit an application even if you have not received the verification e-mail					

In case you have verified your email address, but the system says that you have not, you can proceed anyway. However, check the following information to make sure that you have verified your email.

Hyperlink for the e-mail verification instructions

An e-mail from the Academic Identity Card online service is sent to the e-mail address provided by the student, containing a hyperlink necessary to complete the verification process. [MINEDU - ACADEMIC ID] Email Verification Electrotyceve x

?	no-reply@minedu.gov.gr R прос вуώ ~
	🖓 Αγγλικά • > Ελληνικά • Μετόφραση μηνύματος
	To use of the Academic Identity Card online service,
	Thank you for registering to the Academic Identity Card online service.
	To verify your email account, select the following link:
	http://studentcard.pilotko.gr/Common/VerifyEmail.asox?id=8316764b/9d63.457a-b180.9ae2abe051928izen
	Please note: This email was sent from a send-only address that can't accept incoming email. Please do not reply to this message. If you have any questions, you can contact Helpdesk. powered by GRNET <u>www.genet.gt</u> Twitter: @gmet_gt Facebook: @g <u>met.gt </u> LinkedIn: gmet YouTube: GRNET EDYTE
	The large frequently asked questions (FAQs) frequently asked questions (FAQs)
	Your e-mail has been verified successfully

In the next phase, you should provide your personal Social Security Number. <u>Only Greek Social</u> <u>Security Numbers ("AMKA") are accepted</u>. You may not have an "AMKA" as an Erasmus student in Greece. For this reason, you should leave the box empty, and check "**Save**" without filling it out. At this point, you should check the checkbox "**I declare under my own responsibly that I don't have a Social Security Number (AMKA).**" You may continue to the next step of the application process by pressing the "**Save**" button. The registration is complete and you can proceed with the application.

• Yo	You have not created an Application for the acquisition of the Academic Identity Card yet.					
Home	Student Details	Application Preparation	Application Submission	Canceled Applications	Contact	
» Ente	» Enter Social Security Number (AMKA)					
AMKA: You can search for your Social Security Number (AMKA) through https://www.amka.gr/AMKAGR/						
💾 Sav	Save					

• Yo	u have not creat	ed an Application for the	e acquisition of the Aca	demic Identity Card ye	t.	
Home	Student Details	Application Preparation	Application Submission	Canceled Applications	Contact	
» Ente	er Social Secur	ity Number (AMKA)				
AMKA: You can search for your Social Security Number (AMKA) through https://www.amka.gr/AMKAGR/						
You hav	e not entered you	ur Social Security Numb	er (AMKA). If you do no	ot have a Social Securit	y Number	(AMKA) please select the following checkbox.
I declare under my own responsibly that I don't have a Social Security Number (AMKA).						
Save Ocancel						

• Yo	You have not created an Application for the acquisition of the Academic Identity Card yet.					
Home	Student Details	Application Preparation	Application Submission	Canceled Applications	Contact	
» Ent	» Enter Social Security Number (AMKA)					
AMKA:	AHKA: You can search for your Social Security Number (AMKA) through https://www.amka.gr/AMKAGR/					
You hav	You have not entered your Social Security Number (AMKA). If you do not have a Social Security Number (AMKA) please select the following checkbox. I declare under my own responsibly that I don't have a Social Security Number (AMKA).					
💾 Sav	I declare under my own responsibly that I don't have a Social Security Number (AMKA). Image: Save Cancel					

2.3 Submit Application

You can now start the Application Preparation to create your application. Five steps must be completed:

You have not created an Application for the acquisition of the Academic Identity Card yet.					
Home Student Detai	s Application Preparation	Application Submission	Canceled Applications	Contact	
To create a new application you may navigate to the Application Preparation tab					
You will be asked to inse	t the required data, by clickin	g "Save & Continue" on eac	ch step of the application.		

Step 1. Student Details

You must fill in your personal data. Erasmus students must click on the "**Name only in Latin**" (*To be selected ONLY by foreign students*) checkbox.

» Full Student Name in Greek				
Exactly as it is written in your identification card. If your name contains only latin characters, please click on the box "Name only in latin"				
Name <u>only</u> in latin:	Name <u>only</u> in latin: To be selected ONLY by foreign students)			
» Full Student Name in Latin				
To write your name correctly in Latin charact	ters, please read information on character transcription as per ELOT 743.			
First Name:				
Last Name:				

The student's address in Greece and the registration date must be filled in as well. Unfortunately, the system does not allow you to put the address in Latin. Please write your address in Greek. If you live at the student accommodation you can copy paste the following address:

Address (Street-Number): ΠΑΝΕΠΙΣΤΗΜΙΟ ΙΩΑΝΝΙΝΩΝ MUNICIPALITY: ΙΩΝΝΙΤΩΝ ZIP CODE: 45141 Prefecture: ΙΩΑΝΝΙΝΩΝ CITY: ΙΩΑΝΝΙΝΑ

» Residence Address Details			
Address (Street - Number):			
Zip Code:			
Prefecture:	- select prefecture		
City:			

Please select September as the first month of your registration.

» Additional Student Details				
Academic Status:	UNDERGRADUATE			
Student Number:	am856			
Social Security Number (AMKA):	I DON'T HAVE A SOCIAL SECURITY NUMBER (AMKA)			
First registration month (induction):	select month of induction			
First registration year (induction):	select year of induction			

Please choose semester **1**, even if you are not. Erasmus students should check the Erasmus Student checkbox. To proceed with the application, you must choose "Save and Continue".

Current Semester:	
Erasmus Student:	To be selected ONLY by foreign students)
Save & Continue	

Step 2. Photo selection

Upon the next step, you should upload the photo of your choice, to be printed at your student card.

The photo must be recent, in color, on a neutral background (preferably white) and clearly depicting the face of the beneficiary student only. Photos in which the person wears sunglasses shall not become accepted. Where there are veils, scarves or hats, these should be removed. In case these cannot be removed for religious reasons, any features of the person should not be hidden. Dimensions should be at least 240 x 240 pixels; the type of the photo should be .jpg and the size of the photo should not exceed 3MB. To save money and time, it is good to know that a selfie photo in front of a white wall is also acceptable.

You must click "**Choose photo**" and choose a picture with the aforementioned specifications. Then a photo must be chosen and uploaded by pressing the "**Send Photo**" button.

Home Student Details Application Preparation Application Submission Canceled Applications Contact
Step 1 Enter Student Data Step 2 Add Photo Step 3 Select Delivery Point Step 4 Application Preview Step 5 Academic Identity Preview
Make sure that the following rules are met, so you do not waste time uploading a photo which will not become accepted. If you're having trouble uploading the photo, please download Google Chrome or Mozilla Firefox
The uploaded photo must comply with the following specifications: Dimensions should be at least <u>240 x 240 px</u> The type of the photo should be ; jpg The size of the photo should not exceed <u>3HB</u> The photo must be <u>recent</u> , <u>in color</u> , on a <u>neutral</u> background and clearly depicting <u>the face</u> of the beneficiary student only Photos in which the person shown, wears sunglasses shall not become accepted. Where there are veils, scarves or hats, these should be removed. In case these cannot be removed for religious reasons, make sure that any features of the person are not hidden. Accessibility note: users using keyboard only (no mouse) should upload a 240 x 240 px photo exactly, given that the use of zooming & resizing controls shall be impossible without
To modify the picture size, drag the small blue square that appears below the photo you upload. Then you can center it on the face part of the photo by moving the dashed rectangle and clicking on the "Photo Correction" tab.
n Add Dhoto
Photo: Choose File Io file chosen
Send Photo
trigen × ↑ € → + ↑ ≡ + Tha PC + Petures + v 0 0 0 Sends Hicknes
Organiza * Men falder # Quick Access
Contract # Contract# Contract# Contract# Contract# Contract# Contra
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andt Assessment Henrik Assessment Henrik Assessment Henrik Assessment Henrik Assessment Henrik Assessment Henrik
The second
Fit same George Brown V All Fite: V Open Cancel
The start the photo should not exceed 2018 The photo must be general. In addity, or a medical background and death physical general the destrology student only
Protects in which the process planm, wereas anythese which and the concess exception. Where there are wells, scores or hist, these should be moneyed. In case these cannot be moneyed for relayass resums, male our that any features of the process are not feature.
Registrating Conference and account and account splane a 2 we approved material account splane a 2 we approved material account splane a 2 we approved material account splane account
rectangle and faking on the "Phote Correction" tab.
Phate: Choose File Ity file chosen Selecting a photo is regulard.
i 🕈 Serd Rate: I
Home Student Details Application Preparation Application Submission Canceled Applications Contact
Step 1 Enter Student Data Step 2 Add Photo Step 3 Select Delivery Point Step 4 Application Preview Step 5 Academic Identity Preview
Make sure that the following rules are met, so you do not waste time uploading a photo which will not become accepted.
The uploaded photo must comply with the following specifications:
Dimensions should be at least 240 x 240 px The turns of the photo should be : ince
The size of the photo should not exceed <u>3HB</u>
The photo must be <u>recent</u> , in <u>color</u> , on a <u>neutral</u> background and clearly depicting <u>the face</u> of the beneficiary student only
Privices in which use person snown, wears sunglasses shall not become accepted. Where there are veils, scarves or hats, these should be removed. In case these cannot be removed for religious reasons, make sure that any features of the person are not hidden.
Accessibility note: Users using keyboard only (no mouse) should upload a 240 x 240 px photo exactly, given that the use of zooming & resizing controls shall be impossible without the use of a mouse.
To modify the picture size, drag the small blue square that appears below the photo you upload. Then you can center it on the face part of the photo by moving the dashed rectangle and clicking on the "Photo Correction" tab.
» Add Dhoto
Photo: Choose File George Brown.jpg
Send Photo

Upon uploading the picture, it is possible to review and/or modify it. To modify the picture's size, the student may drag the small blue square that appears below the photo. Then, by moving the dashed rectangle and clicking on the "**Photo Correction**" tab, it can be centered on the face

part of the photo. To proceed, "Save and continue" must be chosen.¹



Step 3. Distribution points

In the next tab, you may choose the distribution point of the Academic Identity Card. To browse the distribution point, you must select the prefecture and the municipality of your preference and press "Search" to see all the available distribution points at the chosen municipality.

Home Student Details	Application Pr	reparation Application Subn	nission Cane	celed Applicatio	s Contact		
Step 1 Enter Student Data	i <u>tep 2</u> dd Photo	Step 3 Select Distribution Point	Step 4 Application				
Please select the Prefectur soon as it becomes availab	e and the Munici le.	pality of your preference, in orde	r to see all the a	available Distribu	ion Points. From the selec	ted Distribution Point, you shall pick up your Ac	ademic Identity Card, as
Note: For the Municipalitie	s of Keratsini-Dra	apetsona, Korydallos, Nikaia-Rent	i, Piraeus and P	erama, please se	ect the PIRAEUS PREFECT	URE	
Stores with faster servi	<u>ce</u>						
Athina (5) Student Mega CU Str Student CU Store at Student CU Store at	ore Ermou (Evang PA.D.A (Irakleito Peristeri (Ethnikis	gelistrias 22) u 76, Aigaleo) s antistaseos 25)		• St • St	ident CU Store at EKPA (F ident CU Store at Peiraia	Parking across School of Natural Sciences, Secret (Iroon Polytechneiou 82)	ariat stop)
Thessaloniki (2) • Student Mega CU St	ore at Centre – Ka	amara thes/kis (Dimitriou Gounar	i 52)	• St	ident CU Store at Agiou D	imitriou (Agiou Dimitriou 116)	
Ioannina (2) • Student CU Store at	Panepistimio Ioar	nninon		• St	ident CU Store at Ioannin	a Centre (Charilaou Trikoupi 19)	
Patra (1) • Student CU Store at	Patras Centre (M	aizonos 90)					
Kriti (2) • Student CU Store at	Rethymno (Pane <mark>r</mark>	pistimioupoli Gallou)		• St	ident CU Store at Irakleio	- EL.ME.PA (former TEI Irakleiou, Estavromenos	3)
Search Filters							
Prefecture:	select pref	ecture 🗸	Municipalit	y:			~
₽ Search	ha						
Service Speed Titl	e	Address details		Person Details		Opening Hours	Мар

Upon choosing the distribution point Ioannina city, you shall press "**Select**". From the selected distribution point, you shall pick up the Academic Identity Card once it becomes available. The ID card costs 10 euros. Apart from the ID card, you also get a Greek phone number for free. As a student of the UoI you should select as **Prefecture: Ioanninon** and **Municipality: Ionniton**

¹ Source of the images: Ministry of Education and Religions Affairs <u>https://en-academicid.minedu.gov.gr/Files/Students_Manual_En.pdf</u>

(see the image below). Kindly choose the first store Athanailidou, in Charilaou Trikoupi street, which distributes the academic IDs in Ioannina city.

» Distribution Point Details						
Address:	18, CHARILAOU TRIKOUPI & 13, POUTETSI STR.					
Zip Code:	45333					
Municipality:	IOANNITON					
Prefecture:	IOANNINON					
Contact Name:	ATHANAILIDOU EFI					
Contact Phone:	6947075151					
E-mail:	aris.plastiras@vodafone.com					
Opening Hours:	MONDAY, WEDNESDAY, SATURDAY: 08:30-15:00 / TUESDAY, THURSDAY, FRIDAY: 08:30-14:30 & 17:30-21:00					

Distribution Details for Erasmus Students in Ioannina:

After you choose the distribution point, please click save and continue.

Hours:		
Map:	Show	on map
💾 Save &	Continue	X Change selected Distribution Point

Step 4. Application Preview – Academic Identity Preview

In the Application Preview and Academic Identity Preview tabs, you can now preview your application and both sides of the Academic Identity Card. After saving the application, you are prompted to proceed at the Application Submission tab. **Non-submitted applications are not sent to the Secretaries of the Departments to be approved, and therefore are not issued.**

Step 1 Enter Student Data	p 2 Photo Step 3 Select Delivery Point Application Preview	<u>Step 5</u> Academic Ider Preview			
» Submission Details		» Academic	: Details		
Submission Code:	-	Institution:		NATIONAL TECHNICAL UNIVERSITY OF ATHENS	
Submission Date:	NOT FINALLY SUBMITED YET	School:		ELECTRICAL AND COMPUTER ENGINEERING	
Special Fare Card:	VALID UNTIL: 08/2020	Department:		ELECTRICAL AND COMPUTER ENGINEERING	
		Address:		IROON POLYTECHNEIOY 9	
» Beneficiary Details		Zip Code:		15773	
Holder of another degree:	NO	Prefecture:		ATTIKIS	
Name (Latin):	GEORGE	City:		ZOGRAFOU	
Surname (Latin):	BROWN				
			al Student	Details	
» Residence Address	» Residence Address Details		us:	UNDERGRADUATE	
Address:	ΕΤΗΝΙΚΙΣ ΑΝΤΙΣΤΑΣΙΣ 12	Student Numb	er:	am856	
Zip Code:	12121	Social Security	Number	I DON'T HAVE A SOCIAL SECURITY NUMBER (AMKA)	
City:	AGIAS PARASKEVIS	(APIKA):			
Prefecture:	ATTIKIS	(induction):		04/2019	
» Photo Details		Current Semes	ter:	10	
" Photo Details		Erasmus Stude	nt:	NAI	
		» Delivery Point Details			
		Address:	10, D. A. Metaxa Str.		
		Zip Code:	16675		
Photo:		City:	GLYFADAS		
		Prefecture:	ATTIKIS		
	-	Contact Name:	Mpinou Vi	vi	
		Contact Phone:	2108980169		
		E-mail:	vw301mg	r@vodafone.com	
			MONDAY,	WEDNESDAY: 09:00-16:00 / TUESDAY, THURSDAY, 9:00-21:00 / SATURDAY 09:00-15:00	
			Show on map		

💾 Save & Continue

Step 5. Academic Identity Preview

Home Student Details Applica	tion Preparation Application Submission Canceled Appl	contact
Step 1 Enter Student Data Add Photo	Step 3 Select Delivery Point Application Preview	Step 5 Academic Identity Preview
If the picture yo	<u>Attention</u> : The photo on your Academic Identity Ca u uploaded is not an acceptable photo of a <u>person</u> , ple	and shall look exactly like the preview shown below. ase return to Step 2 to upload another or to better edit the current one.
EGNIKO METZOBIC NOAYTEXNEIO NATIONAL TECHNI UNIVERSITY OF AT	SAL HENS	
АКАДНМАЇК	H TAYTOTHTA / ACADEMIC ID	
ERASMUS	ΔΕΛΤΙΟ ΕΙΣΙΤΗΡΙΟΥ Ισχύει έως: <mark>08/2020</mark>	
GEORGE BROWN		
ΠΡΟΠΤΥΧΙΑΚΟΣ ΦΟ	ITHTHΣ / UNDERGRADUATE STUDENT	
ΗΛΕΚΤΡΟΛΟΓΩΝ ΜΗΧ	ΑΝΙΚΩΝ ΚΑΙ ΜΗΧΑΝΙΚΩΝ ΥΠΟΛΟΓΙΣΤΩΝ	
EAAHNIKH AHMOKP Ynocyteio Raddag, Eupong rad opportunitum Eupong radio Tagento Eupong radio Tagento Tagento Eupong radio Tagento Eupong radio Tagen	ATIA 123456789	
ΕΔΡΑ ΣΧΟΛΗΣ: Δ. ΖΩΓΡΑΦΟΥ / Α.Μ.: am856 ΤΟΠΟΣ ΚΑΤΟΙΚΙΑΣ: Δ. ΑΓΙΑΣ ΠΑΡΑΣΚΕΥΗΣ Π. ΑΤΤΙΚΗΣ	Π. ΑΤΤΙΚΗΣ ΗΜ/ΝΙΑ ΕΓΓΡΑΦΗΣ: 04/2019	
Η παρούσα ακοδημαϊκή ταυτότητα ίδρυμα/φορέα που αναγράφεται στ όψη της. Όποιος την βρει παρακαλι επιστρέψει εκεί.	ονήκει στο ην άλλη είται να την 214244366784	
Save Application		
 Your Application is comple To finally submit you appl Your application will be fo 	ete, but not yet finally submitted. ication you need to navigate to the <u>Application St</u> rwarded to the Secretariat of your Department fo	<u>ubmission</u> tab. r evaluation only after its <u>Final Submission</u>
Home Student Details Applic	ation Preparation Application Submission Cancele	d Applications Contact
To finalize your application, you nee	d to navigate to the <u>Application Submission</u> tab.	
Your application will receive a unique	e submission reference code.	

Once the approval by the Secretariat of your School is completed, you shall be notified by pertinent e-mail and SMS when your Academic Identity Card is available for pick-up at the selected delivery point.

Application Submission

For final submission, the student must click on the "**Final Submission of Application**" button after checking the appropriate box that says "*Being fully aware of the legal consequences of a false statement, I hereby declare that all the data in my application istrue and accurate*". The "**Edit application**" button allows the student to perform corrections in case any errors are found. A notification that after final submission the student shall not be able to further process the application is shown on the screen. The student should press "**OK**" to proceed.

 Your Application is complete, but not yet finally submitted. To finally submit you application you need to navigate to the <u>Application Submission</u> tab. Your application will be forwarded to the Secretariat of your Department for evaluation only after its <u>Final Submission</u> 										
Home	Student Details	Application Preparation	Application Submission	Canceled Applications	Contact					
Below After fi If you	Below you can see a preview of your application. For final submission, click on the "Final Submission of Application" button After final submission, you shall not be able to further process the application. Make sure that all the details you have entered are true and accurate. If you find any errors prior to the Final Submission, you may correct them by clicking on the "Edit Application" tab									
Bein Fina Applica	Being fully aware of the legal consequences of a false statement, I hereby declare that all the data in my application is true and accurate. Finally Submit Application Academic Identity Card Preview									
» St	ubmission Deta	ails		» A	cademic Details					
Subm	ission Code:			Instit	ution:	NATIONAL TECHNICAL UNIVERSITY OF ATHENS				
Subm	ission Date:	NOT FINALLY SUB	ITED YET	Scho	ol:	ELECTRICAL AND COMPUTER ENGINEERING				
Speci	al Fare Card:	VALID UNTIL: 08/2	2020	Depa	rtment:	ELECTRICAL AND COMPUTER ENGINEERING				
				Addre	255:	IROON POLYTECHNEIOY 9				
» Be	eneficiary Deta	ils		Zip C	ode:	15773				
Holde	er of another degre	e: NO		Prefe	cture:	ATTIKIS				
Name	e (Latin):	GEORGE		City:	City: ZOGRAFOU					
Surna	ame (Latin):	BROWN								
				» Ad	» Additional Student Details					
» R	» Residence Address Details			Acad	emic Status:	UNDERGRADUATE				
Addre	255:	ΕΤΗΝΙΚΙΣ ΑΝΤΙΣΤΛ	ΔΣΙΣ 12	Stude	ent Number:	am856				

Data validation

After final submission of the application, the student is notified that the application has been submitted successfully and can see the unique Submission Code. An e-mail containing the details of the application is also received.

Successfully submitted application

By choosing "Logout", the student can now disconnect from the application.

	ΕΛΛΗΝΙΚΗ Δ Υπουογείο	ΗΜΟΚΡΑΤΙΑ Παιδείας		Academic Identity Card online service				
	και Θρησκε	υμάτων						Фонт Пропт 🧩 LogOut
	ПР	ΟΣΟΧΗ: Βρίσκεστε στ	ην πιλοτική εφαρμογή	ι της δράσης "Ηλεκτρ	ονική Υπη	ρεσία Απόκτησης Ακαί	δημαϊκής Ταυτότητας"	
• Y It	our application ha the review takes	s been successfully su longer than expected,	omitted and is ready for please contact the Secre	review by your Depart atariat to find out the r	ment's Sec eason of si	retariat. Jch delay.		
Home	Student Details	Application Preparation	Application Submission	Canceled Applications	Contact			
() You	r application was	submitted successfully						

An e-mail and an SMS will be sent to you as soon as the Academic Identity Card is available for pick-up at the selected delivery point.

Moreover, should you wish, you may receive notifications regarding the live streaming of various scientific and cultural events performed by the National Infrastructures for Research and Technology (GRNET) by clicking on the respective hyperlink.

3. I completed my application. What's next?

Congratulations! You are now waiting the approval of the application by the Secretary of your Department. Upon approval, you will receive e-mail and SMS notifications that the Academic Identity Card is ready to be delivered at the chosen distribution point. This e-mail and SMS also contain the delivery PIN. In order to pick up the Academic Identity, you must be present at the distribution point in person, showing proper identification (identity/passport) and the delivery PIN number. In case the student cannot be present in person at the distribution point, a third party may pick up the Academic Identity card by showing legal authorization.

You will pick up your ID from the following address in the city center: <u>https://www.google.com/maps/vodafone-ioannina</u>

It is a Vodafone CU store in the city centre (close to the Dikastiko Megaro) and it is within a galleria next to the "Constantino Creperie": https://www.google.com/maps/place/constantino+creperie/

The student card costs $10 \in$ and apart from the student card you will receive a Greek phone number as well.