CAMPUS CARD

Upon enrolment in a study programme taught at "Campus Schoonmeersen" or "Campus Mercator", you receive a student card and a complementary campus card.

The campus card allows you to:

- get access to certain buildings or parking places;
- take photocopies and pay for them. If you want to use the card as a debit card, you have to transfer money to your campus card at one of the reload devices at your college or online. Please visit https://epurse.hogent.be for more information;
- identify yourself in the restaurants of HoGent;
- pay electronically in the restaurants of HoGent (cash payments are also possible).

Please note: in order to have these functionalities available, you will need to **activate** your card.

ACTIVATION

Activate your campus card as soon as possible by placing it against an **encoder** (this is possible from the day after you received it). This action is necessary to initialise the digital entrance control and to give you access to certain class rooms and parking spaces.

❶ Take your campus card to the nearest campus. The encoders are on these locations:

- Campus Schoonmeersen, building B, Valentin Vaerwyckweg 1 in Ghent on the ground floor at the entrance of restaurant B;
- Campus Mercator, building G, Henleykaai 84 in Ghent on the ground floor at the front desk.

❷ Place your card close to the encoder. You can see an example of the encoder in the upper left image.

❸ A green light indicates a successful activation. If a red light appears, go to the front desk of building B on campus Schoonmeersen or to the front desk of building G on campus Mercator.

DO NOT FORGET TO UPDATE YOUR CAMPUS CARD

It is important to keep your campus card **active**.

❶ Please go to an **updater** at least every 7 days. You can find these updaters (see upper right image) at different places on campus.

❷ A blue light indicates that your update is in progress. It is followed by a green light if you have access to the door. If a red light appears, it does not mean that the update has failed, but only that you are not authorized to open that specific door.

QUESTIONS?

Theft, loss or problems with the digital entrance control should be reported to: toegangscontrole@hogent.be

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