CSU ID FAQ

How do I find out my CSU ID#?
Go to the CSU ID lookup form.

What is the difference between my Employee ID (emplid) and CSU ID#?
Your Employee ID is an automatically assigned number which identifies you in Columbus State's PeopleSoft HR/Payroll system. The CSU ID# is a unique number which identifies you across multiple systems at Columbus State.

Will my CSU ID# appear on paychecks?
No. Your PeopleSoft Employee ID will still be used in HR/Payroll and printed on your paycheck advice.

Will the CSU ID# impact retirement and insurance records?
No. The CSU ID# will not be used as an identifying number for reporting to retirement systems or insurance companies. It is still necessary to use SSNs for these purposes.

Do I need to obtain an ID card which contains the CSU ID#?
You can get your CougarAccess ID at the CSU Police Department. Visit the CougarAccess ID page for more information.

Faculty and staff may obtain an ID card, including replacements of lost cards, from the Human Resources office in Richards Hall.

Can grades be posted using the CSU ID#?
No. Student information cannot be posted using "personally identifiable information" as defined in FERPA. According to federal regulations, "Personally identifiable information" includes, but is not limited to:

- The student's name;
- The name of the student's parent or other family member;
- The address of the student or student's family;
- A personal identifier, such as the student's social security number or **student number**;
- A list of personal characteristics that would make the student's identity easily traceable; or
- Other information that would make the student's identity easily traceable.