

Access Cards

Ordinary Members Access

The Ordinary Members (members of the personnel and their family members) have to ask directly CERN in order to get their access card.

Associate Members Access

The Associate Members (Friends and supporters of the Club) have to ask a CERN access card every year.

The Associates Members must send an e-mail to Maria Kienzle mnkienzle@gmail.com telling her that you became a member of CWC to initiate the CERN procedure for requesting the access card.

After sending an email to Maria, you will receive an CERN email with a link to an online form where you have to complete your personal details and upload a scanned version of your passport or your ID card in PDF form.

Your registration form has to be approved by several services and can take up to two weeks to complete, but in general, it takes only a few days.

Once your form has obtained all of the necessary approvals you will receive an email inviting you to collect your CERN Access card from building 55.

Please do not attempt to collect your card until you have received email notification that your card is ready.

Please note that payment of your subscription to the Club does not entitle you to pick up your card.

Please note that the access cards are valid only one year starting from the date of issue.

Occasional Access for Participants in CWC Activities

This procedure is intended to allow occasional access to CERN site for people that is not entitled to a CERN access card and would like to take part in club activities, like a trial class or for subscription purposes.

If you don't hold a CERN Access card, you'll need to get your access card by sending a message to Maria Kienzle mnkienzle@gmail.com with:

- Last name, first name
- Nationality
- E-mail address
- Date and place of birth
- License plate number, if coming by car

More Information

- Review CERN procedures.
- Complete the form CERN Club Access Request (via the Service Portal). The form should be completed 48hrs prior to the date you wish to access the site. You will receive notification if your request is accepted.
- After submission, the access request is sent to the club president concerned and to the persons designated by the latter for approval and then to the Reception and Access Control Service. Once approved, a confirmation by mail including a reservation code is sent to the requestor and the club president.
- On the day of the event, the club member, or requestor, must go to the printing terminal in Building 33 (Main Reception), enter the unique code that he has received and collect the visitor card(s) from the security guard on duty, presenting a valid identity document.
- Outside the opening hours of the Main Reception, the remaining visitor cards can be collected from the security guard on duty at Entrance B.

