

JHCEHSHS STUDENT TECHNOLOGY FEE REQUEST FORM

Procedure for Submission:

Form Updated: 10/7/11

1. Submitter must obtain all required information from the desired vendor(s). An official quote from the vendor must be attached.
2. Only one request per Request Form. This request must be reviewed, approved, and submitted by the requesting program's Department Chair.
3. The Dept. Chair may upload the request to the Tech Fee share directory on the Z: drive. (Since some departments will have multiple requests, please rename request in the following format XXXX_Request_# where "XXXX" is your department and "#" is the numbering of your request)

Dept. making request:	Carver Center		Requesting Faculty:	Joshua Spieles
Date submitted:	02/29/2012		Requested purchase date:	04/01/2012

IMPORTANT: Attach an official quote from the vendor.

List one item OR group (for use as a "package") per page.

Item Name and Description	Vendor info. (name, address, Web site URL, phone #, email, etc.)	Part or Model #	Cost (each)	Quantity	Total
turnitin Software	www.turnitin.com	Campus fee	1000	1	1000
		Renewal	2.15	5000	10750.00
		Total:		2500	900.00
					12650.00
Course(s) where item(s) will be used	N/A	Required for accreditation?	No	# Students Impacted per Year	5000
Location equipment of software will be used	Carver Center and HSHS computing office				
This software is to detect plagiarism in student work. This is a yearly renewal.					

- **Equipment/Technology purchased with Tech Fee funds is for student use only. It cannot be filtered or "passed-down" to faculty or staff.**
- All outdated or broken Tech Fee equipment/technology must be returned to the Tech Fee Committee for retirement or disposal.
- If you are submitting a request for computers, printers, scanners or software, you must consult with College Computing and the technology staff, to acquire a quote and to make sure that this equipment/software is supported by UT.
- For software, please note below if you are requesting it as a one-time expense or as an on-going fixed expense.



Turnitin Pro-Forma Invoice

iParadigms, LLC
 Company Address 1111 Broadway, 3rd Floor
 Oakland, CA 94607
 US

Pro-Forma Invoice PFI-12128
 Number:
 Created Date 3/2/2012
 Expiration Date 3/30/2012

Prepared By Shawn Lowney
 Phone (866) 816-5046 x370
 E-mail slowney@iparadigms.com

Contact Name Joshua Spieles
 Email joshua.spieles@utoledo.edu
 Fax (419) 530-2835

Bill To Name University of Toledo
 Bill To Attn: Accounts Payable
 2801 W Bancroft
 MS 451
 Toledo, OH 43606-3390
 US

Service Start Date 4/16/2012

Service End Date 6/20/2013

Product	Quantity	Service Duration	Annual Unit Price	Total Price
Higher Ed Campus Fee	1.00	14.0	USD 1,000.00	USD 1,000.00
Turnitin	5,000.00	12.0	USD 2.15	USD 10,750.00
Turnitin	2,500.00	2.0	USD 2.15	USD 900.00
Total Price			USD 12,650.00	

Order Instructions:

To purchase or renew your Turnitin license, please fax your purchase order and a copy of this quote to iParadigms, LLC, at:

(510) 764-7612

or mail payment to:

iParadigms, LLC
 Dept.34258
 PO Box 39000
 San Francisco, CA 94139
 You may also contact us with your credit card information at (866) 816-5046 x239 or x240

Cancellation policy:

Cancellations may only be made within the first 30 days from account activation and only for accounts that have five or fewer uploads. All lapsed accounts are subject to a reactivation fee of 8% of the license cost or \$50.00, whichever is greater. All fees must be paid prior to account reactivation.