

STUDENT TECHNOLOGY FEE REQUEST FORM

Procedure for Submission:

Form Updated: 8/20/13

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 email this request to the Tech Fee Director. *Since some departments will have multiple requests, please rename request in the following format: Dept # (rank, 1 being the highest priority) and a brief title*

Dept. making request:	School Psychology, Higher Ed, and Counselor Ed	Requesting Faculty:	Jennifer Reynolds	Date Submitted:	01/31/2014
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IMPORTANT: Attach an official quote from the vendor.

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

Item Name	Vendor info. (name, address, Web site URL, phone #, email, etc.)	Part or Model #	Cost (each)	Qty	Total
Flash drive	CDW-G 230 North Milwaukee Ave. Vernon Hills, IL 60061 CDWG.com 800-594-4239 erischm@cdwg.com	2178366	\$11.00 **No shipping fee	30	\$330.00
Course(s) where item(s) will be used		Expected life of product (years)	10	# Students Impacted per Year	80
Location equipment or software will be used/stored	Computers in 3100H, Materials Room 3100J	Will Tech Fee funds be needed for annual renewals or maintenance?	No		
Provide a brief description of the technology requested*:					
Data storage device with integrated USB interface					
Briefly describe how the technology will be used (function)*:					
Students will check out the flash drives to turn in test administration videos and yearly formative and summative portfolios. Flash drives will be turned in to the department at the end of each semester.					
Provide a rationale that Tech Fee funds are appropriate for this request*:					
Students are required to record several test administrations in different classes that must be turned in digitally. Students also must compile and digitally store portfolios which must be turned in at the end of each year.					

***Keep in mind that the committee members come from a variety of educational backgrounds and may not be familiar with department specific language. Please use concise, common terminology so that committee members reviewing this form will be able to fully understand the request.**

- 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 and compatible with existing technology.



CDWG.com | 800.594.4239

OE400SPS

SALES QUOTATION

QUOTE NO.	ACCOUNT NO.	DATE
DZXZ383	7727274	1/30/2014

BILL TO:
KYLE PARSONS
2801 W BANCROFT ST
MAIL STOP 119

SHIP TO:
UNIVERSITY OF TOLEDO
Attention To: KYLE PARSONS
2801 W BANCROFT ST
MAIL STOP 119

Accounts Payable
TOLEDO , OH 43606-3328

TOLEDO , OH 43606-3328
Contact: KYLE
PARSONS 419.530.4750

Customer Phone #419.530.4750

Customer P.O. # DZXZ383 QUOTE

ACCOUNT MANAGER		SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
ERIC SCHMITT 877.525.1570		FEDEX Ground	Master Card / VISA	GOVT-EXEMPT
QTY	ITEM NO.	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
30	2178366	KINGSTON 16GB DT USB 101 GEN 2 US Mfg#: DT101G2/16GBZ Contract: Ohio IUC-PG UN11-007	11.00	330.00
SUBTOTAL				330.00
FREIGHT				0.00
TAX				0.00
US Currency				
TOTAL				330.00

CDW Government
230 North Milwaukee Ave.
Vernon Hills, IL 60061

Fax: 847.371.3226

Please remit payment to:
CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdw.com/content/terms-conditions/product-sales.asp>
For more information, contact a CDW account manager.