

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:	College Comp	Requesting Faculty:	Kyle Parsons	Date Submitted:	2/19/2016
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
Qualtrics online subscription	Qualtrics	AUWLIC	6,000.00	1	\$6,000
Course(s) where item(s) will be used	Available college wide	Expected life of product (years)	No end	# Students Impacted per Year	Unknown
Location equipment or software will be used/stored	Online software	Will Tech Fee funds be needed for annual renewals or maintenance?		Yes	
Provide a brief description of the technology requested*: Qualtrics is research survey system with numerous features for gathering statistical information					
Briefly describe how the technology will be used (function)*: Faculty and students will use this software to collect necessary data for their research. Each user will have an account created and be provided phone based support from Qualtrics.					
Provide a rationale that Tech Fee funds are appropriate for this request*: Faculty and students performing research or wanting to do surveys will be able to use this software suite.					

***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.



Date: February 19, 16
Expires June 30, 2016

TO University of Toledo
Customer ID WSUAUW

Qualtrics, LLC
2250 N. University Pkwy, #48
Provo, UT 84604
P: 801-374-6682
F: 866-562-9828
craigs@qualtrics.com

SALES REP	JOB	SHIPPING METHOD	QUOTE EXPIRATION	DELIVERY DATE	PAYMENT TERMS	CONTACT
		Online Subscription		On payment	Due on receipt	

QTY	ITEM #	DESCRIPTION	UNIT PRICE	DISCOUNT	LINE TOTAL	
1	AUWLIC	12 College Level License	\$15,000	\$9,000	\$6,000	
1	AUWSUPP	Unlimited phone/ email support	\$5,000	\$5,000	\$ 0	
1	AUWTEMP	Branded skins (templates)	\$5,000	\$5,000	\$ 0	
				TOTAL DISCOUNT	\$19,000	\$6,000
				SUBTOTAL		\$6,000
				SALES TAX		0%
				TOTAL		\$6,000

qualtrics

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