

Technology Standards Exception/Change Form

This form is to be used to request an exception to, or request a change be made to established campus technology standards.

Exceptions/change to standards will be considered based on the following criteria: Academic requirements, availability of specific functionality, physical considerations of the end user, long term cost to the institution, donated or granted equipment.

Originating requestor _____ Date _____

Department name _____

Justification for exception/change

Approvals and Signatures

Area Technician _____ Date _____

Dean or AVP _____ Date _____

Director of Academic Computing or CIO
_____ Date _____

If a standards exception is granted the requestor agrees that the equipment will be remain it their school or department, in use, for it's four year life cycle at which time the equipment will be surplused and not reused on campus.

Requestor _____ Date _____

If exception/change request is denied, specify reason _____
