

# Technology Device Request



(Used for non-standard technology devices, i.e. iMac, e-readers and other devices)

Name \_\_\_\_\_ Date \_\_\_\_\_  
School \_\_\_\_\_ Assignment \_\_\_\_\_

Check if applicable:  This request is for the purchase of a device with district funds and network access.

Device Model Requested \_\_\_\_\_

Quantity \_\_\_\_\_ Price \_\_\_\_\_

Describe who will be using the devices and how they will be used, including specific apps or programs to be installed.

\_\_\_\_\_  
\_\_\_\_\_

The IT Department provides limited support for these devices. This means that they will not load apps, repair, or troubleshoot problems with the devices. The IT Department will configure the devices, so that they will be able to access the Salt Lake City School District network. In compliance with Utah State Code 53A-1-706, all devices purchased with district funds must be configured to filter Internet on and off campus. All approved non-standard devices will be subject to \$65/device fee to pay for Mobile Device Management licensing. Any device that does not work with the District's Mobile Device Management System will not be approved.

Who will be responsible for managing the devices at the school? \_\_\_\_\_

If this person is unable to manage the devices, who will be the back-up person that will manage them?

\_\_\_\_\_

How will the devices be secured? \_\_\_\_\_

How do you plan to sustain this program in the future? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
**Principal or Director Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

*Please submit this request to Tiffany Hall, Director of Academic Services, District Office, Suite 209 and Sam Quantz, Director of Information Systems, District Office. You will be notified when your request has been approved or denied.*

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\_\_\_\_\_  
**Director of Academic Services Signature** \_\_\_\_\_ **Date** \_\_\_\_\_  
Approved: [ ] Yes [ ] No

\_\_\_\_\_  
**Director of Information Systems Signature** \_\_\_\_\_ **Date** \_\_\_\_\_  
Approved: [ ] Yes [ ] No