How to use fill-in PDF E-Forms

GSW IIT Department
Computer, Server, & Peripheral Purchase Approval Request

Last name: _____ First name: _____
Email: _____ Phone: _____
Department: _____
Building and room number: _____
Location of equipment (Building and room number): _____

Please describe the purchase (please include make and model information):

Please describe the business use of this purchase:

Is this a purchase or renewal of a service contract?
☐ Yes ☐ No

Will this new device collect, process, store or transmit the following types of data: Bank Card Info (PCI), Health Records (HIPAA), Consumer Financial Info (GLB), Student Information (FERPA), or GSW Sensitive Data?
☐ Yes ☐ No ☐ Unknown

Additional Details:

IIT Signature: _____ Date: _____

Submit Print Reset