

Student Authorization Form for Digital Equipment

A supervising faculty or staff member must complete this form prior to a student/designee picking up equipment from the Learning Technology Center. Please print, complete the form, and send with the student who will be picking up the equipment.

The following person has been authorized by me to pick up/deliver equipment for instructional or events use.

Student Name _____

Student Email Address _____

Dates of Authorization:

From: _____ To: _____

Supervisor Approval:

Faculty/Staff Name _____ Phone _____

Email Address _____

Date of Approval _____

I understand that I am responsible for the equipment use and return at the designated time.

Signature of Faculty/Staff Member

Date of Approval