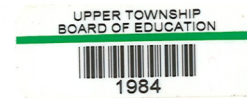


Upper Township School District
"Learning to Succeed"
COMPUTER SERVICE REQUEST FORM

Required: District Fixed Asset Number of Computer →



Look for the white tag on the side of the computer with a barcode that looks like this →

Name:		Date:	
School:	Room:	Phone:	

Type of Equipment:

<input type="checkbox"/> Computer <input type="checkbox"/> Apple/Mac <input type="checkbox"/> PC/Other	<input type="checkbox"/> Monitor <input type="checkbox"/> Printer <input type="checkbox"/> Other
--	--

Type of Problem/Request:

Please check one:

<input type="checkbox"/> Equipment Problem/Request	<input type="checkbox"/> Equipment Relocation
<input type="checkbox"/> Software Problem/Request	<input type="checkbox"/> Training Request
<input type="checkbox"/> PowerSchool/PowerGrade	<input type="checkbox"/> Other

Description of problem or service needed:

Staff Member's Signature: _____

Principal's Signature: _____

**** [Forward this form to your Principal/Administrator.] ****