

Computer / Tablet / Printer Request Form

Ivy Tech Community College Region 9

Richmond / Connersville

Student ID: _____ Term: _____ Campus: _____

Last Name: _____ First Name: _____ MI: _____

Ivy Tech Community College allows a student a line of credit in the Follett Bookstore based on the amount of Financial Aid available after Tuition and Fees have been paid.

This policy is designed to help ensure students have the books and supplies they need to be successful. Students should always keep in mind that they are responsible for their Financial Aid and the spending of it.

Financial Aid Line of Credit Policy

Maximum student line of credit at Bookstore is \$1,500.00. *(May be higher for certain majors)*

- This policy limits the purchase of a computer or tablet, and/or a printer to one (1) every 3 years with the Financial Aid line of credit.
- Students who want to purchase a computer, tablet, and/or printer must complete the form prior to purchase for approval by the Business Office.
- The approved purchase must be completed during the time that the financial aid line of credit is available.
- The approved form must be presented to the Follett Bookstore at time of the purchase.

Unallowable Purchases with Financial Aid line of credit at the Follett Bookstore

- Candy, food and beverages
- Gaming systems, games or accessories
- Cell phones
- Phone cards, Xbox live membership cards or other prepaid cards
- Movie DVDs

This policy does not preclude students from purchasing any of these items after they receive their Financial Aid refund.

Student Signature

Request Date

Approved by:

Business Office Representative
or Executive Director of Finance

Date

Do not write in box, for Business Office use only