



REQUEST FOR A WAIVER FROM STANDARD CONFIGURATIONS

As per *Policy on Computer Provisioning* ([VPS-32](#))

Last Updated – November 2010

This document must accompany a web-requisition for the purchase of computer(s) that deviate(s) from the standard desktop / laptop (defined as “Client Computers”) in the University’s *Policy on Computer Provisioning* ([VPS-32](#)).

I, the End-User of such computer(s), will abide by all relevant University policies with respect to the use of University property, including computing facilities and understand that such computer(s) will be supported by the University on a best effort basis. Furthermore, I will make specific support arrangements, as discussed and agreed to, with the appropriate IITS staff or the local IT Director/Manager of my Faculty/Department, and understand that my request is subject to the approval of the delegate of the University’s Chief Information Officer (“CIO”) as identified by Financial Services.

Please forward this Waiver along with your web-requisition to your local IT Administrator (as identified by Financial Services) in order to ensure your requirements have been addressed and that adequate maintenance coverage has been secured. It is the responsibility of the IT Administrator to forward this Waiver to the delegate of the CIO.

Requisition Number: _____ Submission Date: _____

End User Name Requesting Waiver: _____

E-mail Address: _____ Telephone: _____

Faculty/Department: _____

In the space below, please describe the reason(s) why a standard configuration will not meet your hardware/software needs. Provide documentation from a vendor/manufacturer that substantiates your needs.