

# Computer Refresh Non-Standard Device Exception Form

This form is filled out by Computer Refresh Program (CRP) customers that wish to submit an exception to the CRP standard device offerings approved for funding: Lenovo ThinkPad L13 Yoga. CRP is limiting the devices that can be used with allocated funding due to:

- More remote work encourages portable laptops for use at home or around campus
- The standard offerings are lightweight and portable
- Standard devices offer an affordable price point in comparison to non-standard devices. This allows for more devices to be purchased with the overall funding allocation per division
- Keeping fewer device types on campus aids our virtual environment, making updates cleaner and less complicated

Date Submitted:

Coordinator Name:

[\(Look up your coordinator if unknown\)](#)

Name of the end user:

End user email:

Department:

Division:

Which non-standard laptop model or desktop would you like an exception for:\*

Describe reasoning for needing this model over a standard device:\*

*Once you have filled out this form, submit it to your Department Chair for a desktop or other non-standard device exception or to your Vice President of your division/Dean. If approved, please send it to CRP@seattleu.edu.*

## **Internal Use Only:**

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Department Chair/Manager Approval: (for Desktop/other)

VP/Dean Approval: (for Mac)

ITS Approval: (required for both)