



Computer Request Form

Please fill out the form below to reserve computer lab for your class. Every effort will be made to accommodate your request. Please follow these guidelines:

- Request should be made using this form
- Submit request at least one week before the lab is needed
- Printed request must be sent to: Educational Systems CM 2118

Instructor Name: _____

Email Address: _____

Phone: _____

Divisions: _____

Class: _____

Date(s) of need: _____

Type of PC MAC IBM Compatible

Software Needs: _____

Number of Students: _____

Lab Preference: _____

Person filling out form: _____

Date: _____