



REQUEST FOR SEA EQUIPMENT/TECHNOLOGY

STUDENT INFORMATION

Student Name:	
Date of Birth (DD/MM/YY):	Grade:
School:	

EQUIPMENT REQUIRED

TECHNOLOGY REQUIRED

SOFTWARE REQUIRED

	Board Licensed	Purchased

Requested by:	Date:
---------------	-------

FOR STUDENT SERVICES USE ONLY

This student is using a school assigned device, although there is documentation to support a SEA claim

Account: 10-552-1-000-153 10-551-1-000-153

Documentation:

Date of Verification: Verified by:

FOR INFORMATION TECHNOLOGY DEPARTMENT USE ONLY

Order Complete: Yes No Explanation:

New Build Reassignment

Explanation of Reassignment:

Order Completed By: Date of Completion: