

CAL Computing Exception Request

Date: _____

Name: _____

Department: _____

MSU NetID: _____

Phone: _____

Reason for requesting computer/software exception:

Specifications/details for new request (please attach quote to this form):

Requester Signature: _____

Department Chair Signature: _____

Split cost: _____

Account (and Subaccount if neccessary) for split: _____

Split costs for overage amounts will be confirmed with department before an order is made

*Please scan and email signed/completed form to schopie1@msu.edu
For questions please contact help@cal.msu.edu or speak with your Technology Pod Leader*