

Letter of Intent and Request to Purchase a Laptop Computer From the University of the Incarnate Word (UIW)

If faxing or mailing:

- Submit signed Letter of Intent and Request to Purchase a Laptop Computer form
- Include a copy of UIW Student ID or Driver's License
- Fax to: UIW Business Office at 210-829-2745
- Mail to: UIW Business Office, 4301 Broadway CPO 291, San Antonio, Texas 78209
- If under 18 years of age:
 - Letter of Intent and Request to Purchase a Laptop Computer form must be signed by Parent/Guardian
- UIW is not responsible for any fax or mail not received by deadlines indicated by the University. It is the responsibility of the student to confirm order by reviewing statement of charges or calling 210-829-6043.

I,

Print Full Name

	()	@student.uiwtx.edu
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Student ID (PIDM)

Phone Number

UIW E-mail

Initial to Agree

1. Agree to participate in the University of the Incarnate Word Laptop Program.
2. Authorize and request that the UIW Technical Support Services Department order a new laptop computer and associated program peripherals in my name and on my behalf.
3. Authorize the UIW Business Office to enter a **NON-REFUNDABLE CHARGE** to my account for the laptop and peripherals.
4. Agree to take delivery of the laptop.
5. Agree to sign a Technology Agreement specifying the laptop.
6. Agree I am a **REGISTERED** student.
7. Agree to pay the cost of selected Laptop/iPad to the order of UIW, and in the event of delinquency or default, I agree to pay the cost of collection including, but not limited to, attorney fees or court cost necessary for the collection of any amount due.

Initial the box below your preferred laptop/iPad to specify your order:

 XPS 13 Ultrabook \$1400	 Latitude E6420 \$1300	 13" MacBook Pro \$1650	 iPad 3 \$700
<ul style="list-style-type: none"> - 2nd Gen Intel Core i5 1.5GHz - 4.0Gb int memory - 128GB Solid State Hard Drive - 13.3" HD (720p) True Life WLED display - 3 Year Parts and Labor Warranty (Battery 1 year warranty) - 3 Year Accidental Damage Protection - MS Office Suite 2010 installed - MS Security Essentials installed - Customized UIW logo Sleeve 	<ul style="list-style-type: none"> - Intel Core i5 2.5GHz, 3M Cache - 4GB Random Access Memory (RAM) - 250 GB Hard Drive - 3 Year Parts and Labor Warranty (Battery 1 Year Warranty) - 3 Year Accidental Damage Protection - MS Office Suite installed - MS Security Essentials installed - Customized UIW logo Carrying Case 	<ul style="list-style-type: none"> - Intel Dual Core i7 2.8GHz - 4 Gb Random Access Memory (RAM) - 750GB Hard Drive - 3 Year AppleCare Protection Plan - <u>No</u> Accidental Damage Protection - MS Office Suite installed - Antivirus Protection software installed - Customized UIW Carrying Case 	<ul style="list-style-type: none"> - WiFi 32 GB Black - 9.7-inch LED-Backlit Multi-Touch display (2048 1536 pixels) - Dual Core Apple A5X - 5MP iSight Camera - 2 Year AppleCare+ Protection Plan

Student Signature	Date
Parent/Guardian Signature, if student is a minor	Date

Business Office Representative: _____

Date: _____



**University of the Incarnate Word
Office of Financial Assistance
Payment Authorization Form**

4301 Broadway, Box 308
San Antonio, TX 78209
Phone: (210) 829-6008
Fax: (210) 283-5053
finaid@uiwtx.edu
www.uiw.edu/finaid
Revised 01/2013

Last Name

First Name

MI

Student ID Number or SSN

Please read carefully. Your signature verifies you understand all of the policies outlined in this form.

Federal regulations regarding the use of Title IV financial aid funds awarded to students provide that an institution may directly credit Title IV awards to a student's account at the institution to satisfy current charges for tuition, fees, book credit (when requested by the student), student health insurance, and room/board if the student contracts with the school.

Additionally, students may authorize the University to apply any excess funds to satisfy other outstanding charges beyond tuition, fees, etc., such as: laptop, parking fines, or library fines. The purpose of this form is to collect an authorization from you to use federal Title IV aid towards these non-institutional charges.

Types of payments requiring your authorization:

UIW offers a laptop purchase program for students that wish to be billed for a laptop through UIW. Students may opt to bring a current laptop or purchase outside of the university. More information about the laptop program is available at <http://www.uiw.edu/technology/for-students/university-laptop-program/>.

Parking fines and/or library fines cannot be paid with Title IV financial aid without student authorization. If you do not authorize these payments, the fines must be paid out of pocket.

This authorization shall remain in effect for the entire period during which the student is enrolled at the institution unless you request to update this authorization.

Please complete the following:

Do you authorize these other billed educational charges to be paid with federal Title IV funds?

_____ **Yes, I authorize these payments**

_____ **No, I do not authorize these payments**

Student Signature

Date