

EQUIPMENT APPLICATION FORM



Name E-mail Phone

Name of faculty co-sponsor E-mail Phone
(required for student applications)

Check 1 box:

- Faculty who have previously taught a course
- Faculty applying to teach an IVS course
- Undergraduate student in a current IVS course
- Former IVS student
- Student with no previous connection with the Institute (but with support of faculty member who will act as the responsible party)
- Graduate student (with member of the graduate faculty noted on the application form for contact purposes)
- Other: _____

IVS provides workshops on equipment use at irregular intervals throughout the semester. Applications may be submitted prior to training, provided that the expected training session is indicated on the application form.

Equipment Requested [Date of Training](#) on Equipment

Dates of Expected Use *A swipe card access application is provided to those who wish to work at IVS outside of normal operating hours.*

At all times, the director of IVS will decide what constitutes appropriate use of equipment.

Signature of faculty or student Date Signature of faculty sponsor if needed Date

Signature of Director Date *If at any time IVS deems the use of equipment inappropriate, abusive, or in conflict with the mission of IVS, access will be terminated by the Director.*

Please include a one-page abstract of proposed study describing how the proposed project connects with the IVS mission and why IVS equipment is necessary in the creative process.

A limited amount of supplies may be absorbed by IVS, with preference given to past and current faculty and students. The cost of general maintenance will be covered by IVS.

FOR OFFICE USE ONLY

Consumable Supplies Estimate of Cost

Current market rates for supplies are listed [here](#)

Org. Code to which supply costs will be charged