

MOBILE COMMUNICATION DEVICE EXCEPTION FORM (Addendum C)

EMPLOYEE INFORMATION		
Employee LAST Name	Employee First Name, MI	WIU ID
Employee Title	Employee Telephone Number	Employee Email
Department		Address
Supervisor	Supervisor Telephone Number	Mobile Device Number: (if known)
EXCEPTION JUSTIFICATION (Brief Description of Need)		
SIGNATURES		
Employee	Date	
Dept Chair/Director/Dean	Date	
Vice President Finance and Administration	Date	
President (as applicable, employees reporting directly to President)	Date	
uTech Telecommunications	Date	

Forward completed form to University Technology – Telecommunications
Updated 2/5/2024