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|  **Student Computer Software Approval Form**Please complete this form for any software program or Web 2.0 web site that is to be installed/used for student use (Please Note: This form is not required for software installed on individual teacher computers). **This form must be submitted by the principal.** | FORM 140-3 |
| **Date:**       | **School:**        **Principal:**       |
|  |  |
| **Software Information** |
| **Software Title:**  | **Software Publisher:** |
| **Web Site Address Listing Software Specifications** |
| **Type of Media:** | [ ] CD-ROM | [ ] DVD | [ ] Internet Download [ ]  Web 2.0 Site/Tool |
|  |
| **Total Cost of Software:**  | **Number of Licensed Users:**       | **Funding Source:**       |
| **Installation Information: Where will the software be installed?** |
|  | [ ]  Classroom [ ] Library[ ]  Resource Room | [ ] Computer Lab | Other: Describe      |
| **Purpose of Software** |
| Describe how the software is going to be used? If the software is for curriculum, how will the software align with the curriculum?      Is this part of a grant application? [ ]  Yes [ ] No |
| **Professional Development** |
| How will you /staff receive training on this software? | [ ] Software Publisher  | [ ] Vendor | [ ]  Peer Coaching |
| [ ] District Professional Development | [ ] Other |
| **Software Maintenance** |  |  |  |
| How does the manufacturer handle upgrades? | [ ] Fee (cost) |  [ ] Free | [ ] Other |

Budget Source: [ ] School/Site [ ]  Division [ ] External (e.g. grant)

|  |
| --- |
| ***Do Not Write Below This Line ------ For Software Curriculum Committee Use Only*** |
|  |
|  [ ] Approved [ ] Not Approved | Reason denied:       |
| Comments:       |
| Chair, Software Curriculum Committee:       | Date:       |