

School:

Department/Grade Level:

Teacher Name:

Teacher email:

What category of instructional material is being requested?

Text

Resource

Consumable

Online Subscription

Game

Technology

Other

Title of Curriculum, Material or Resource (Be specific. ex. Language Fundamentals Grade 5)

Publisher or Company:

Web Link:

Resource Description:

Subject Connection/Rationale:

Reviewed by

☐ Curriculum Department

Signature

Date

☐ Principal

Signature

Date

Notes:

☐ APPROVED☐ NOT APPROVED

Curriculum Department Signature

OFFICE USE ONLY

☐ Purchase Order Required☐ Credit Card Purchase (PO must be in place to use the credit card)

PO #:

Date of Order:

Ordered by: