

Philadelphia University

**COMPUTER PURCHASE ELIGIBILITY**

Name \_\_\_\_\_ Colleague ID. Number \_\_\_\_\_

Department \_\_\_\_\_ Hire Date \_\_\_\_\_

Full-Time - eligible for plans 1 and 2 after successful completion of introductory evaluation period.

Part-Time - eligible for plan 1 only – must have completed two years of continuous service to the University, working a minimum of 910 hours per year.

Please submit form to Human Resources for verification. Thank you.

Signature \_\_\_\_\_  
Human Resources Representative

Date \_\_\_\_\_

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For Office Use Only

Current Loan Balance \$ \_\_\_\_\_

by \_\_\_\_\_