

Georgia Institute of Technology

Electrical and Computer Engineering
Approval for Internet Service

Purpose: If Georgia Tech funds pay for your Internet Service at home, then prior approval from Head of the Department or Director of Operations is required.

Employee Name: _____

Employee Title: _____

Internet Service Provider: _____

Monthly Cost: _____

Charge to Project: _____
(Unrestricted funds – GTF)

Justification: _____

Employee Signature / Date : _____

Approval Signature/Date : _____

Georgia Tech reserves the right to investigate, retrieve and read any communication or data composed, transmitted or received through voice services, online connections and/or stored on its servers and/or property, without further notice to employees, to the maximum extent permissible by law.

This form will be filed in the ECE Accounting Office and provided to Internal Audit upon request.