

**Eisenhower Cooperative**  
**ASSISTIVE TECHNOLOGY**  
*Responding With Dignity To Diversity*  
5318 West 135th Street  
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EXECUTIVE DIRECTOR  
**Angela Zajac**



## **.ASSISTIVE TECHNOLOGY EQUIPMENT REQUEST AND AGREEMENT FORM**

INVENTORY #: \_\_\_\_\_ ITEM: \_\_\_\_\_ DATE: \_\_\_\_\_  
(Office use only)

SCHOOL: \_\_\_\_\_ ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

PERSON RESPONSIBLE FOR EQUIPMENT: \_\_\_\_\_ EMAIL: \_\_\_\_\_

PURPOSE FOR EQUIPMENT REQUEST: \_\_\_\_\_

DATA COLLECTION: Data collection is a way to determine if the trial device can be identified as an appropriate AT intervention. From the list below, please identify the data collection method(s) needed to determine the student's performance expectation(s).

Time Efficiency (Speed)  Accuracy  Duration  Frequency  Spontaneity  Independence

Other – Please Explain: \_\_\_\_\_

Collecting data on the use of any technology device provided without adequate training or without teaching appropriate strategies may lead to the student's team to believe the device is not useful.

I am familiar with the device and do not need additional training.  I am unfamiliar with the device and need additional training

- \* Equipment may be borrowed for extended periods. However, if the equipment is needed for another student trial, it must be returned as soon as possible. If the equipment is no longer needed, please return it to the Cooperative.
- \* Damaged, lost, or stolen equipment will be the responsibility of your agency/district.
- \* At the end of the school year, the equipment must be returned to Eisenhower Cooperative.

\_\_\_\_\_  
SIGNATURE (My signature verifies that I have read, understood, and agree to the terms of this agreement. Lost or Damaged items will be charged to the school entity borrowing the equipment.)

**\*\* EQUIPMENT SHOULD REMAIN ON THE SCHOOL PREMISES. \*\***