Glen Ellyn District #41 Software Approval Form

Standardization of all District 41 computers is necessary for optimal network performance. All software presented for approval will be considered for district-wide usage as an instructional tool (not on an individual basis) by the Curriculum Department. Objectives for instructional software use must be aligned with district, state, and national standards. Tech personnel will load all approved software on appropriate machines. (Staff may not load any software, personal or professional on any District 41 computer.) If you have software for a special needs student, please apply directly to the Special Services Department. If making a request for the following school year, submit before June.

Teacher: _____ **Position:** _____

Building: _____ **Email:** _____

Title of Software: _____

☐ New software purchase (please note website address or attach documentation)

_____

☐ Installation of existing software

Company: _____ **Cost of Program:** _____

Detailed Description of Program:

Subject Areas Addressed: ☐ Math   ☐ Language Arts   ☐ Science   ☐ Social Studies

Other:

Curriculum Objective (Match to DIstrict, State, and National Standards):

Requested locations for installation:

Comments:

Building Principal Approval: _____ **Date:** _____

Tech Department Approval: _____ **Date:** _____

Curriculum Department Approval: _____ **Date:** _____

Additional Notes: