

Authorization for Shortcode Use

This form should be used for authorization of shortcode use for all externally awarded research funding administered by the department, **including** Rackham Research Grants.

Student Name

I have been awarded a _____ from _____ in the amount of \$_____.

I request permission to retain \$_____ of awarded funds on a shortcode for purchase of specific items, as listed below.

I intend to make the following purchase via a shortcode: (Check one or more, as applicable.)

\$_____ DNA Sequencing through the UM Systems

\$_____ Research supplies purchased through UM Marketsite

\$_____ Purchases through UM Computer Showcase

\$_____ Hire of Temporary Employees (please contact Michael Ehnis for shortcode)

\$_____ Recharges within the UM University community (such as rental of UM vehicles through Transport Services and poster printing) or between UM and other Universities.

\$_____ **Total to remain on shortcode**

\$_____ **Total to be uploaded**

(Student Signature)

(Date)