

Catholic Central High School  
Request for Computer Repair

<b>Date this form was filled out:</b>	
<b>Room # and teacher:</b>	
<b>Serial Number:</b>	

Please indicate which periods your room is **not** in use. This will help determine when repairs can be made.

	M	T	W	T	F
1					
2					
3					
4					
5					
6					

**Describe the problem as completely as possible:**

**Describe any steps you may have taken to attempt to correct this problem.**

**Fill out this request and place in the technology coordinator's mailbox. Your computer will be repaired at the earliest possible time.**

*For Technology Coordinator's Use Only*

<b>Date request was received:</b>	
<b>Disposition of problem:</b>	
<b>Signature</b>	<b>Date:</b>