Purchasing & Equipment Inventory

Help Documents

- Inventoried Equipment Information
- Inventory Control
- Off-Campus Inventoried Equipment Policies and Procedures — The Franklin College policy for off-campus inventoried equipment.
- Transferring Inventoried Equipment — How to fill out and submit the necessary documentation when moving equipment.
- Purchasing — Franklin College Requests and Commitments System https://www.franklin.uga.edu/requests_commitments/login.php
  - Primary Computer Lifecycle Management Process — Timeline and instructions for requesting and managing computers for faculty and staff
  - Equipment Request and Allocation Process — Details about requesting funding for technology hardware and software
  - Student Technology Fee (STF) Process — Guidelines, details, and timelines for requests for funding for technology that serves instruction and provides a direct student benefit.
  - Computer Equipment Software or Services (CESS) Process
  - Wireless Communications Devices (WCD) Policy Information

External Resources

- UGA Property Control
  - UGA Property Control Forms
- UGA Inventoried Property Policies

Need additional support?

If you have a question that has not been answered in our help documentation or FAQ pages, please click the "Submit a ticket" button to contact the Franklin OIT Help Desk and we will be happy to help!