

# Request Hardware

Open a [Jira Ticket](#) or fill out the form below

- "Project" = "Hardware"
- "Issue Type" = "Hardware Request"

Include detail

To speed turnaround, include as much detail as possible. Suggestions include:

- Mac or PC?
- Laptop or Workstation?
- How much memory?
- How much disk space?
- How long will it be needed?
- When do you need it by?
- What software needs to be installed and configured?
- Any other specific hardware requirements?
- Do you need a keyboard and/or mouse?

If new hardware must be purchased, include

- Who approved the purchase, including email from them approving this specific expenditure?
- What index number should it be ordered on (ask your manager or Nora)?

Request new hardware

**Please wait a moment while the Hardware Request form loads...**

(This Web Form links to wufoo.com If you have any questions please email [support@crbs.ucsd.edu](mailto:support@crbs.ucsd.edu) )