



STUDENT SHOP CHARGE AUTHORIZATION FORM*

DEPARTMENT OF MECHANICAL AND INDUSTRIAL ENGINEERING

UNIVERSITY OF TORONTO

Student Name: _____
Print Name

Date of Request: _____

Expiry Date: **August 31st, 2019**

Telephone: _____

Email Address: _____

Charges

Cost: \$25 per hour* Charged by the minute - Minimum 1 hour charge.

- Charges are captured through a T-card scanning system
- Charges will be billed out at the end of each semester

Please Note

- Use of standard tooling cutters, etc. is included.
- Specialized tooling cutters for working with Stainless Steel, Inconel, Ceramics or other exotic materials will be charged per each cutter used. To be determined by the shop staff.
- Small off cuts of material will be provided at no charge - if available
- Students should generally order their own material and bring it with them to the shop.

Payment Account Information

Cost Centre/
Internal Order: _____

CFC: _____ Fund: _____

FIS Account
Holder: _____
Print Name

Signature

Please notify us of Account number changes

By signing, you as the student's Supervising Professor agree to pay all charges incurred by your student using the Student Machine Shop.

**For graduate students whose primary registration is the Department of Mechanical and Industrial Engineering only: The MIE chair's office will cover the \$25/hr component of student machine shop charges, do not submit this form.*