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| **Department of Educational Psychology****PUBLIC PURPOSE for Request of Purchase or Reimbursement**Created 4/8/2021 |
| Purchase or Reimbursement for what **itemized** Item(s)  |  |
| Dates associated with purchase or reimbursement (example: conference travel dates, event dates; receipt date) |  |
| Location associated with this purchase or reimbursement (example: conference location, campus location, purchase location) |  |
| How does this purchase benefit the following:- Your Professional Development- EPS Department- EPS Department Programs- College of Education- Northern Arizona University |  |
| How will item(s) be utilized (if applicable) |  |
| **REQUIRED - Itemized** expense(s) associated with this purchase/reimbursement  |  |
| **REQUIRED -** Funding Source (Speedchart # or name of Speedchart) |  |
| **REQUIRED -** Requestor to purchase or NAU to purchase? |  |