



Arts & Sciences
Mobile Communications & Home Office Internet Stipend Request

Name:

NetID:

Division/Department:

Chart String:

Faculty Funding account (Burke, IRR,
etc.)

Effective Date:

Ongoing (no defined end date)

End Date (if applicable):

Qualifying Reason:

On-Call Responsibilities

Frequently travel to a remote location or significant time away from the office

Job Responsibilities require use of a mobile device

Receive or initiate emergency communication

Details:

Monthly Stipend for Mobile Communications:

All mobile communication and home office internet stipends are set to \$50.00

Monthly Stipend for Mobile Communication

Monthly Stipend for Home Office Internet

I certify that I am using my personal cellular device as described in the Mobile Communication Device and Services Policy as required by my department and am requesting a stipend to offset costs related to business activities. I understand the stipend will be included in my regular paycheck as taxable income.

Requester:

Please attach this form to the [General Request eForm](#) and select “Communication Stipend” as the Request Type.