

Application to Increase the Maximum Number of Printed
pages

Date:

To: Director of the Information and Media Center

I hereby apply for permission to increase the maximum number of printed pages since I reached my permitted print limit for educational use.

Applicant	Department	Year	Name
	Account Information		
Faculty Member in Charge	Department	Name	
		○ Seal	
Purpose of Use of Prints			
Total Number of Printed Pages: (Class name / no. of printout pages)			

Note: When a student account issued by the IMC is used, the maximum number of sheets of paper that can be printed single-sided in black and white is 300 in A4 size per year.

(H24.3)