Getting Hardware
Purchasing Computers for University Use

Every computer purchased with university resources goes through an approval process. When purchasing systems through contracted vendors please be aware that you can not purchase a computer with a credit card. All computer purchases must be done with a purchase order. Newly purchased systems should be configured to maximize their life expectancy and meets or exceed the recommended minimum specifications set forth in the University Guidelines and Specifications.

A well configured system should serve general needs for about three years. Higher end systems, while more costly, may be a good investment since systems at the bottom of a product line will generally have a shorter life span. A three year warranty is required for all university owned computers. Please review these guidelines and specifications as they will change as the technology advances. To make purchases from the listed vendors, please follow the instructions below. Please note this information applies to computers purchased with university funds.

Purchasing a Dell

If you have never logged into the Dell Premier page then you will need to create a user name and password.

Go to the Dell Premier Login page and enter the required information. We suggest using your FIT email address as your user name for ease of remembering it. However, we do not suggest using your TRACKS password as your login password. When finished click submit and you now have access to browse and configure your systems. Note: Logging in as an end user allows you to only configure and create quotes for those systems. Quotes can be emailed to yourself, to an approving authority, or to the purchasing office for processing.

If you already have a login to the Dell Premier page, follow the link and enter your e-mail address and password. Then choose from either End User or Software and Peripherals to enter that section of the site.

Purchasing an Apple/Mac

Go to The Apple Store and enter the zip code (32901) in the 'Find your school" dialog box. Click find. Choose Florida Inst Of Tech and click continue. Choose the system that you want to purchase, then configure it and add it to your cart. Click save cart. It will then ask you to login or create an account. After doing so, review your cart and email it to yourself and/or the purchasing office.

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