** All Apple products must be ordered via a quote/proposal created by Technology Services. Please contact Jamie Rhine (jtrhin@ship.edu or x1260) with your request so a quote can be created. **

PLEASE NOTE:
These supported configurations include AppleCare+ for iPad, which gives you either two or three years of repair coverage and technical support from the original purchase date. It also adds coverage for up to two incidents of accidental damage (each subject to a $49 service fee). Shippensburg University requires the purchase of AppleCare+ with your university-purchased iPad.

** For full specs for each model, go to apple.com/ipad and click on Tech Specs. **
iPad Accessories

All accessories listed below are sold at an additional cost.

Covers & Cases

Smart Cover - $39 (iPad Mini); $49 (iPad 10.2-inch)
Protects the front of your iPad, automatically wakes the iPad when opened.

Available Colors:

![Color Options]

** Additional covers and cases are available for purchase on Amazon and from other retailers.

Smart Keyboard for iPad (10.2-inch) - $159
Protects the device as a cover while offering keyboard functionality (not available for iPad Mini).

Video Adapters

Lightning Digital AV Adapter - $49
Share what’s on your iPad’s screen on a larger display connected by HDMI.

Lightning to VGA Adapter - $49
Share what’s on your iPad’s screen on a larger display connected by VGA.

Additional Accessories

Apple Pencil - $89
Compatible with the 10.2-inch iPad & iPad Mini

All iPad purchases must be accompanied by a quote provided by Technology Services. For a quote, please contact Jamie Rhine (jtrhin@ship.edu or 717-477-1260).
Purchasing Apple products in SourcePoint

Apple products must be entered in SourcePoint as a “non-catalog” request. You must have a quote prepared that can be uploaded along with your purchase requisition (PR).

1. Log in to SourcePoint by going to https://portal.passhe.edu and signing in with your full Ship e-mail address and password. Click on the SourcePoint tab and choose the link for Guided Buying.

2. From the SourcePoint homepage, click on Purchase Requisition with Quote.
3. Enter the Product name, Description, Category, Quantity, and Unit price. Click on Add to cart.

4. SourcePoint will now show the items you are ordering in the shopping cart. Click on Check out when finished.
5. Fill in all of the PR details, such as Need-by Date, cost center, GL Account, cost center, etc.

6. Under the “Attachments” section at the bottom, upload the Apple quote/proposal that was provided for the purchase. You can either drag and drop the file into the window, or click on Browse and select it. Once finished, click on the Add button to save the attachment.

7. When finished entering the PR information, click on Submit at the top of the page to send your PR for approval/ordering.