

# PROTOCOL

## Purchasing Equipment or Material

(All Graduate Environmental Science students)

### MATERIALS AND EQUIPMENT

1. Letter of intent stating what you want to buy and how it relates to your research and education experience. This letter should be **signed by you and your thesis advisor**. The letter should be addressed to:

Dr. Rafael Rios  
Director  
IGERT Program  
University of Puerto Rico  
Rio Piedras

2. A budget of materials with specific descriptions and total quantities. In addition, add copies of the exact equipment you want from the seller's webpage. Please attach this list to the letter of intent. It can have multiple items.