eSHOP Cell Phone Order Form Glossary

New Line: any new device (iPad, phone, etc) you are adding to the UNMC account. If requesting service on an iPad, please provide the ICCID and MEID in Addtl’l Notes.

Upgrade/Equipment Change: ordering a new phone for a cell phone number already on the UNMC account or changing something on a cell phone currently on the UNMC account.

Cancel: cancelling a cell phone number or moving a cell phone number currently on the UNMC account to a personal account. If you’d like to move the line to a personal account, on the form select Cancel and explain in Addtl’l Notes. Purchasing will contact the cell phone provider to approve and then notify the employee who submitted the form on what to do next.

Accessories: ordering an accessory (case, charger, etc.) for a device on the UNMC account. Provide SKU number in Addtl’l Notes to ensure the correct accessory is ordered.

Assumption of Liability: when an employee moves their cell phone from a personal cell phone account to the UNMC cell phone account with the same provider (Verizon, AT&T, etc.). The employee will need to call the cell phone provider prior to submitting the form to let them know that their cell phone number is moving to the UNMC account. If Verizon call 1-800-922-0204 and if AT&T call 1-800-999-5445.

Port: when an employee moves their cell phone number from a non-Verizon/AT&T personal account to the UNMC Verizon/AT&T account. Please provide the current cell phone provider, account number, and billing address.

Equipment Selection: the type of device you have (e.g.: iPhone 5S 16GB, iPad Air 16GB, etc.).

Cell Phone #: the cell phone number attached to your device.

Global Plan: the plan added to your device when you travel internationally. Specific trip information is needed in Addtl’l Notes; please add: travel dates and destination of trip. The plan is added before you leave and removed once you return.

Insurance Options:

Extended Warranty provides protection against device defects after the manufacturer’s warranty expires.

Asurion Wireless Phone Protection is a third-party licensed insurance agency who offers insurance coverage for your mobile device and certain standard accessories. If you have this plan and your device is lost, stolen, or accidentally damaged, you may file a claim within 60 days of the incident and it will be replaced upon approval.

Total Equipment Coverage combines the benefits of the Wireless Phone Protection and Extended Warranty. If your device or covered accessories are lost, stolen, or damaged; or your device experiences a mechanical or electrical defect after the manufacturer’s warranty expires, you are protected.

*Click here for more information and pricing.

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