

IFA Print

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What is my print quota and what is it based on?

Each matriculated IFA student is issued a \$60 allotment for the period September 8, 2009 – September 7th, 2010. Quota is non-transferable. Unused quota is not refunded or carried-over. This amount equals 1500 single-sided B&W pages per year.

When does the quota begin this year?

This year the quota will begin on September 8, 2009 for all matriculated IFA students.

How do I see the number of pages I have left in my quota?

You will see the number of remaining dollars left in your quota after every job you release from the print Release Station. You may also check your quota at anytime from the Release Station.

How much will printing cost?

Prices are listed per page. The print management system (Uniprint) will calculate the price of each job and will only deduct that amount when you release the job to be printed. You have the option to not release jobs. Unreleased jobs will be expunged from the system by the following day.

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|-------------------------------|--------|------------------------------|--------|
| Letter - B&W - Single-sided | \$0.04 | Legal - B&W - Single-sided | \$0.05 |
| Letter - B&W - Duplex | \$0.03 | Legal - B&W - Duplex | \$0.04 |
| Letter - Color - Single-sided | \$0.07 | Legal - Color - Single-sided | \$0.08 |
| Letter - Color - Duplex | \$0.05 | Legal - Color - Duplex | \$0.06 |

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What if I run out of quota?

If you run out of your quota, you may purchase additional quota in cash in denominations of \$5. Unused purchased sheets are non-transferrable and will not be refunded, but can be carried-over from year to year.

How do I buy more pages?

You may purchase additional pages from the IFA Finance Office.

Does each side of a duplex printed page count as one?

The system provides a discount for duplex printing but not at the rate of 1 page deducted per 2 pages printed in duplex. Pricing per page for the IFA Print system is at cost and takes into account the cost of paper and the amount of toner used.

What printers will IFA Print apply to?

The Uniprint system will be used to manage all student-accessible network printers. Conservation Center student printers will be placed on the Uniprint system September '09.

If I notice a mistake in my quota, who should I talk to?

If you notice any discrepancies in your quota usage or have any trouble or questions with IFA Print, please contact the joe.rosario@nyu.edu. You can also visit the IT Admin's office or the Computer Repair room for help in the Duke House basement.

How do I print from my laptop?

Laptop printing will be available soon and more information on that will be posted on the IFA Computer Services website.

Will unused print quota or purchased sheets carry-over from year to year?

No, any unused print quota will disappear when the next year's quota is allocated. Only unused purchased sheets are carried-over but are non-transferrable and non-refundable.

Do I get additional quota if I am a TA, take additional courses or serve in a special role?

Class assistants will be provided with a separate limited quota account. Please contact Joe Rosario for more details.

How long can I print after graduation?

Students who graduated will be able to print until either their quota runs out or September 1 of the year they graduate. January and May graduates will **not** be allowed to print to IFA printers or purchase additional quota after September 1 of the year they graduate.