

COMPUTER LOAN AGREEMENT

One Chromebook, charger, and bag are being lent to the Student/Borrower and are in good working order. It is Student/Borrower's responsibility to care for the equipment and insure that it is retained in a safe environment.

This equipment is, and at all times will remain, the property of Alburnett Community Schools, and is herewith lent to the Student/Borrower for educational purposes only for the academic school year. Student/Borrower may not deface or destroy this property in any way. Inappropriate use of the machine may result in the Student/Borrower losing his/her privilege to use this computer. The equipment will be returned to the school when requested by Alburnett Community Schools, or sooner, if the Student/Borrower withdraws from the Alburnett Community Schools prior to the end of the school year.

The District Property may be used by Student/Borrower only for non-commercial purposes, in accordance with the District's policies and rules, the Alburnett Community School's Parent-Student Handbook, as well as local, state, and federal statutes.

Student/Borrower may not install or use any software other than software owned or approved by the District and made available to Student/Borrower in accordance with this Receipt and Agreement.

One user account with specific privileges and capabilities has been set up on the laptop for the exclusive use of the Student/Borrower to which it has been assigned. The Student/Borrower agrees to make no attempts to change or allow others to change the privileges and capabilities of this user account.

The Student/Borrower agrees to make no attempts to add, delete, access, or modify other user accounts on the laptop and on any school-owned computer.

The Alburnett Community Schools network is provided for the academic use of all students and staff. The Student/Borrower agrees to take no action that would interfere with the efficient, academic use of the network.

Identification and inventory labels/tags have been placed on the laptop. These labels/tags are not to be removed or modified. If they become damaged or missing, contact tech support for replacements. Additional stickers, labels, tags, or markings are not to be added to the laptop.

An email account may be available for each Student/Borrower to use for appropriate communication. These email accounts are the property of Alburnett Schools.

It is the Student/Borrower's responsibility to regularly back up his/her files to external media such as flash drives, CDs, DVDs, or hard drives.

The District is not responsible for any computer or electronic viruses that may be transferred to or from Student/Borrower's flash drives or other data storage medium and Student/Borrower agrees to use his/her best efforts to assure that the District Property is not damaged or rendered inoperable by any such electronic virus while in Student/Borrower's possession.

Alburnett Community School District may charge a fine for lost or damaged school property. Student/Borrower acknowledges and agrees that his/her use of the District Property is a privilege and that by Student/Borrower's agreement to the terms hereof, Student/Borrower acknowledges his/her responsibility to protect and safeguard the District Property and to return the same in good condition and repair upon request by Alburnett Community School.

Parent Responsibilities

Your son/daughter has been issued a Chromebook notebook computer to improve and personalize his/her education this year. It is essential that the following guidelines be followed to ensure the safe, efficient, and ethical operation of this computer.

- I will supervise my son's/daughter's use of the Chromebook at home.
- I will discuss our family's expectations regarding the use of the Internet and email at home and will supervise my son's/daughter's use of the Internet and email.
- I will not attempt to repair the Chromebook, nor will I attempt to clean it with anything other than a soft, dry cloth.
- I will report to the school any problems with the Chromebook.
- I will not load or delete software from the Chromebook.
- I understand that if my son/daughter comes to school without his/her computer, that he/she may not be able to participate in classroom activities, and his/her grade could be affected.
- I agree to make sure that the Chromebook is returned to the school when requested and upon my son's/ daughter's withdrawal from Alburnett Community Schools.

Student Responsibilities

Your Chromebook is an important learning tool and is for educational purposes only. In order to take your Chromebook home each day, you must be willing to accept the following responsibilities.

- When using the Chromebook at home, at school, and anywhere else I may take it, I will follow the policies of the Alburnett Community Schools, and abide by all local, state, and federal laws.
- I will treat the Chromebook with care by not dropping it, getting it wet, leaving it outdoors, leaving it in a car in extreme weather conditions, or using it with food or drink nearby.
- I will not lend the Chromebook to anyone, not even my friends or siblings; it will stay in my possession at all times.
- I will not load any software on the Chromebook.
- I will not remove programs or files from the Chromebook.
- I will not give personal information when using the Chromebook.
- I will bring the Chromebook to school every day.
- I agree that email (or any other computer communication) should be used only for appropriate, legitimate, and responsible communication.
- I will keep all accounts and passwords assigned to me secure, and will not share these with any other students.
- I will not attempt to clean or repair the Chromebook.
- I will recharge the Chromebook battery each night.
- I will return the Chromebook when requested and upon my withdrawal from Alburnett Community Schools.
- I will place the Chromebook in its protective bag when not in use and when it is being moved.
- I will place my laptop in a secure location when not in use (locked up when possible).

Student Signature _____

Date _____

Parent/Guardian Signature _____

Date _____