

Tillamook School District #9

Student Laptop Checkout Agreement

The student laptop loaner program is a limited effort to help meet growing computer needs of Tillamook School District #9 (TSD9) students. While some students' needs will be met, this program will not be able to meet the needs of all students. TSD9 expects that students will use the loaner laptop in a responsible, appropriate, and legal manner. Violation of this agreement may result in the loss of the privilege of participating in this program. The principal and Technology Department reserves the right to revoke this privilege for other reasons they deem appropriate.

The loaner laptop is to be used for school related purposes only and will be returned by the end of the agreed-upon check-out period.

1. The attached form must be signed by the student and/or parent/guardian of minor students before a laptop will be issued.
2. The recipient shall immediately report theft or damage of any kind to the loaner laptop to the school district's Technology Department.
3. A fee of up to \$250 will be assessed by the school for a loaner that is reported lost or stolen, not returned on or prior to return due date, damaged, vandalized, or tampered with.
4. The Technology Department should be contacted to assess any hardware or software problems that may arise. Loaners that cannot be repaired will be taken out of circulation. A replacement loaner may be provided if available.
5. Loaners are intended for home/external use
6. Student use of the loaner at all times is governed by the TSD9 network agreement.
7. The loaner laptop and power supply (laptop case and back-up/replacement battery will not be provided) are the property of Tillamook School District #9 and intended for educational use only.
8. The loaner may be used to connect to the Internet outside of school; however, it is not the responsibility of TSD9 to provide Internet connectivity.
9. All Internet use will be of educational value. Parents/guardians of minor students are responsible for monitoring the use of the Internet with this laptop when not on the school district network.
10. Files stored on the laptop should be limited to those relating to school courses or activities. Storing any content (music, pictures, movies, games, etc.) on the loaner which may be construed as profane, pornographic, or offensive is prohibited.
11. Students are expected to follow all copyright laws. The sharing or transferring of copyrighted materials with this laptop is prohibited. When in doubt, ask first.
12. Students shall not attempt to open the laptop casing, attempt to repair, or in any way alter the laptop.
13. Personalization of the laptop and tampering with existing identification labels/stickers is considered vandalism and is strictly prohibited.

Tillamook School District #9

Student Laptop Checkout Agreement

Name: _____ Student ID _____

-----To be completed by student and parent/guardian-----

By signing the form below, the student and/or the parent/guardian agree to:

- Having read and understood the conditions of the Student Laptop Checkout Agreement
- Receive and authorize the use of the laptop by the student and take full responsibility for the same
- Verify the Serial/Barcode Number on the equipment provided (Student/parent/guardian will receive a copy of this form when the laptop is issued to the student)
- Return the laptop and power supply to the school on or before the due date shown below
- Pay TSD9 a sum of up to \$250.00 if the laptop is damaged, vandalized, tampered with, lost, reported stolen, or not returned to school on or prior to Return Due Date

Student Signature/Date

Parent/Guardian Signature/Date

Model	Serial Number	Asset Number	Date of Issue	Return Due Date
Chromebook				

To be completed when the laptop is returned by student

Date Laptop Returned: _____ Received By: _____