

# Computer Loan Agreement Form

An AGREEMENT FOR DEVICE USE must be signed by the student and student's parent or guardian and returned to the Minersville Area School District prior to the student being issued a MASD device. The **Agreement for Device Use** must be signed at the start of each academic school year. Students and Parents/Guardians must also follow the MASD Acceptable Use Policy (found on our school website [battlinminers.com](http://battlinminers.com) under the District Policies tab).

A district laptop is being loaned to the Borrower for academic purposes. It is the responsibility of the student to care for the equipment and ensure it is maintained in a safe environment.

The laptop computer and computer charger are property of the MASD and are being loaned to the student for EDUCATIONAL PURPOSES ONLY for the academic school year. Students may not deface or destroy this property in any way. Inappropriate material on the machine may result in the student losing their right to use the district computer. The equipment will be returned to the school on a date to be requested or sooner if the student is discharged from MASD prior to the end of the academic school year. Students who do not return the computer and related materials when requested may be subject to financial or criminal liability. A late fee may be charged if the laptop is not returned to the school district on the required check-in point.

- If the laptop equipment is lost, stolen, or damaged while in the Borrower's possession, the Borrower is responsible for the replacement of the equipment.
- Borrower may use the laptop equipment for academic use and in accordance with the MASD Acceptable Use Policy. Any included software may be used only in accordance with the applicable license and it is the Borrower's responsibility to be familiar with and comply with the provisions of the MASD licensed software.
- Borrower may not install or utilize any software other than the software approved by the MASD. Borrower is not permitted to make any unauthorized use or modifications of such software.
- The MASD is not responsible for any computer or electronic viruses that may be transferred to or from Borrower's disks or other data storage medium.

## Student Responsibilities

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

- I know this computer is on loan to me. All district policies, procedures, applicable laws and the **MASD Acceptable Use Policy must be followed**. I understand that any violation could result in loss of the computer for my use.
- I will treat the laptop with care and will be responsible in using the laptop.
- I will not loan the laptop to others; it will always stay in my possession.

- I will not load or delete any software from the laptop and I will comply with all copyright laws.
- I will not remove or alter the laptop label or the inventory number on the back.
- I will not give out my MASD personal information when using the internet.
- I will not attempt to make any repairs to the laptop.
- I understand that misuse or inappropriate use as determined by school personnel or guidelines, may result in any and/or all of the following:
  - a. Student Conference
  - b. Parent Conference
  - c. Cancellation of access privileges and/or loss of computer privileges.
  - d. School disciplinary actions including civil or criminal liability under applicable laws.

**Parent Responsibilities**

Your child has been issued a laptop computer to improve/personalize his/her education this year. It is essential that the following guidelines be followed to ensure the safe, efficient, and ethical operation of your child's computer.

- I will discuss school policies and expectations regarding the use of the Internet and will monitor to the best of my ability my child's use of the laptop.
- I will not attempt to make any repairs to the laptop or load, delete, or alter any software on the laptop.
- I will report to the school any problems with the laptop.
- By signing below, Borrower and Borrower's parent/guardian acknowledge and agree to the terms of use in the Computer Loan Agreement. Additionally, they agree that Borrower's use of the MASD property and the Borrower is responsible to protect and safeguard the equipment and return the equipment in the same good condition.

\_\_\_\_\_  
Student Name – Print

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Name – Print

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Device Serial # \_\_\_\_\_