**Chromebook / iPad / Laptop Loan Agreement Form**

**(TMSA Public Charter Schools Students Only)**

|  |  |  |  |
| --- | --- | --- | --- |
| Loan Date |  | Student Name |  |
| Return Date |  | Grade Level |  |
| School Name |  | | |
| Serial Number/Asset ID |  | | |

A school Chromebook / iPad / Laptop is being loaned to the Borrower for academic purposes. It is the student's responsibility to care for the equipment and ensure it is maintained in a safe environment.

The Chromebook / iPad / Laptop is the property of School and is herewith being loaned to the student for educational purposes only for the academic term defined above. 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 this Chromebook / iPad / Laptop. The equipment will be returned to the school on a date to be requested or sooner if the student is discharged from school prior to the end of the school year. TMSA will not release transcripts, records or withdraw a student until the Chromebook is turned in. Students who do not return the Chromebook / iPad / Laptop and related materials when requested will result in the ***student being charged the full replacement cost of these items*** and/or may be subject to criminal prosecution or civil liability.

If the Chromebook / iPad / Laptop equipment is lost, damaged or stolen while in the Borrower’s possession, Borrower is responsible for the replacement to indemnify the School against any claim occurring during or resulting from Borrower’s possession or use of the School property, including, but not limited to any claim for infringement or violation of applicable trademarks and copyrights attributable to Borrower’s use of the School Property. Borrower may use Chromebook / iPad / Laptop equipment only for non-commercial purposes, in accordance with the School’s policies and rules. 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 to comply with the provisions of such license. Borrower may not install or utilize any software in connection with Borrower’s use of the Chromebook / iPad / Laptop equipment other than software owned by the School and made available to Borrower in accordance with this receipt and agreement and Borrower agrees not to make any unauthorized use of or modifications of such software.

The School is not responsible for any Chromebook / iPad / Laptop or electronic viruses that may be transferred to or from Borrower’s data storage medium and Borrower agrees to use Borrower’s best efforts to assure the school property is not damaged or rendered inoperable by any such electronic virus while in Borrower’s possession. By signing below, Borrower and Borrower’s parents/guardians acknowledge and agree to the terms of use as spelled out in the School Chromebook / iPad / Laptop Use Policy Summary and this Chromebook / iPad / Laptop Loan Agreement Form. Additionally, they agree that Borrower’s use of the School Property is a privilege, and that by Borrower’s agreement to the terms hereof, Borrower acknowledges Borrower’s responsibility to protect and safeguard the School Property and to return the same in good condition.

Insurance cost **($20)** will be paid **by the student/parent** before receiving the Chromebook.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Insurance payment **($20)** collected by | |  |  | | --- | --- | | **Paid** |  |   Check this box if it is paid. | |  |  | | --- | --- | | **Waived** |  |   Check this box if it is waived. |
| **School Employee Name:** |  | |
| **School Employee Signature:** |  | |

**TMSA Public Charter Schools**

**Chromebook /** iPad **/ Laptop Use Policy Summary**

**Student Responsibilities**

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

* I know this Chromebook / iPad / Laptop/Ipad is on loan to me. All school policies, procedures, applicable laws and the Network and Internet Policy must be followed. I understand that any violation could result in loss of the Chromebook / iPad / Laptop/Ipad for my use.
* I will treat the Chromebook / iPad / Laptop with care and will be responsible for using the Chromebook / iPad / Laptop.
* I will not loan the Chromebook / iPad / Laptop to others; it will stay in my possession at all times.
* I will not load or delete any software from the Chromebook / iPad / Laptop, and I will comply with all copyright laws.
* I will not remove or alter the Chromebook / iPad / Laptop label, serial number or the barcode inventory number.
* I will not give personal information when using the Internet.
* I will not attempt to make any repairs to the Chromebook / iPad / Laptop.
* I understand that misuse or inappropriate use as determined by school personnel may result in any and/or all of the following:
  + Student conference
  + Parent conference
  + Cancellation of access privileges and/or loss of Chromebook / iPad / Laptop privileges
  + School disciplinary actions including civil or criminal liability under applicable laws

**Parent Responsibilities**

Your child has been issued a Chromebook / iPad / Laptop 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 your child’s Chromebook / iPad / Laptop.

* I will discuss school policies and expectations regarding the use of the Internet and will supervise my child’s use of the Chromebook / iPad / Laptop at home.
* I will not attempt to make any repairs to the Chromebook / iPad / Laptop.
* I will report to the school any problems with the Chromebook / iPad / Laptop.
* I will not load or delete any software from the Chromebook / iPad / Laptop, and I will comply with all copyright laws.
* I know that if my child comes to school without his or her Chromebook / iPad / Laptop, I may be called to bring it to school.

Parent’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent’s Email Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Parent’s Cell Phone # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student’s Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_