



# Cabarrus County Schools Laptop Equipment Agreement Form

**Student Name:**

**Date:**

**Class:**

**Equipment:**

**Service Tag:**

**CCS Asset Tag:**

***Please complete both sides of this form.***

I have signed and agree to abide by the Cabarrus County Acceptable Use Policy for students (located in the student handbook). I also agree to the following guidelines for use of technology equipment provided by Cabarrus County Schools.

- I understand that the equipment on loan is the property of Cabarrus County Schools.
- I understand that this equipment is being provided to me to better meet my educational goals. Therefore, I agree to abide by the guidelines regarding inappropriate use of the internet and understand that I am not permitted to download any music, games, videos, etc.
- I understand that the only person authorized to download or install software on this device is the classroom teacher or Technology Facilitator/Technology Center.
- I understand the equipment will be returned to Cabarrus County when requested by my teacher or in the event that I move out of county, graduate, or persons involved deem that the equipment is no longer warranted or in the event that the equipment is misused or abused.
- I understand that any damages caused to the equipment due to normal use will be the responsibility of the school district. Damage to the equipment due to neglect or misuse will be the responsibility of the student/parent. Students must report any damage or problems to the teacher immediately for documentation and/or repair.
- I understand that any violations of the Acceptable Use Policy or equipment guidelines may result in disciplinary referrals to the principal. Serious violations such as threatening, intimidating or harassing others may result in more severe penalties up to and including expulsion from Cabarrus County Schools.
- I understand that students/parents may not borrow or use another student's laptop and/or borrow power adapters or laptop batteries from another student's laptop.
- I understand that the teacher has sole discretion over student use of laptops in their classroom. Teachers may inspect student laptops, and any files and folders.
- Use of any information obtained through the Internet is at the user's own risk. Cabarrus County Schools specifically denies any responsibility or liability for any phone charges, line charges, usage fees, or for any damages a user may suffer. Students should not have an expectation of privacy when using school network systems, or electronic communication resources. This includes, but is not limited to monitoring, viewing, and accessing: Internet sites, E-mail activities, and network activities and accounts.
- I understand that I must follow all copyright laws regarding hardware and software.

### **Signatures:**

Parent/Guardian (print) \_\_\_\_\_

Parent/Guardian (sign) \_\_\_\_\_

Date: \_\_\_\_\_

Student: (print) \_\_\_\_\_

Student: (sign) \_\_\_\_\_

Date: \_\_\_\_\_



## Cabarrus County Schools Laptop Equipment Agreement Form

Cabarrus County Parents and Students,

Please read the information below and sign at the bottom acknowledging that you understand and are aware of these policies.

When damage occurs to a computer that is outside the realm of normal wear and tear, students/parents will be held financially responsible. Instances of damage due to misuse or neglect on the student's part will be documented and the student will be charged. This includes damage caused to other students' computers incurred by negligence or misuse.

Any damages will be charged at the rates below.

**Instances of minor damage will incur a charge of \$25.00.** The CCS technology department will determine the severity of the damage.

**Instances of major damage will incur a charge of \$75.00.** The CCS technology department will determine the severity of the damage.

CCS also reserves the right to charge additional fees if it is deemed necessary due to major neglect or intentional damage. Students will be responsible for replacing any non-returned equipment. **The replacement cost of a lost ChromeBook is \$250.00. The replacement cost of a lost power adapter is \$40.00.**

Thank you for your attention to this matter.

By signing this document, I agree to the policies stated in this document.

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Student (Print Full Name)

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Parent (Print Full Name)

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Student (Signature)

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Parent (Signature)