



Chattahoochee County Schools

Computer Equipment Sign-out Form



This form assigns primary responsibility for Chattahoochee County Schools equipment to the Student. The Student will be responsible for taking the necessary precautions to protect the equipment and to store it in a manner that provides adequate protection when it is not in use, thus not subjecting the equipment to possible theft or damage. If it is determined that loss or damage is a result of negligence, the Student/Parent/Guardian will be held financially responsible for the repair or replacement of the equipment.

(Initial)

- _____ 1. I have read and understand the Student Chromebook Acceptable Uses/Handbook
- _____ 2. The Student will be responsible for returning the Chromebook and all accessories in like condition as received (i.e., Chromebook, Case, and Charging cable).
- _____ 3. The Student will not be permitted to place any ornamental stickers on the Chromebook and Case. Screensavers and desktops images are expected to display appropriate content.
- _____ 4. Student must take responsibility for having their Chromebook prepared for class, which includes a charged battery.
- _____ 5. Equipment cannot be loaned or transferred to a third party.
- _____ 6. The Student cannot modify the equipment in any way without written approval of the district.
- _____ 7. The Student will not lend their Chromebook to friends and/or family under any circumstances. No student may take another student's Chromebook. Students are not to touch, use or alter another person's Chromebook in any manner.
- _____ 8. The Student will make the equipment available at any time as requested by the district.
- _____ 9. I agree to pay the \$20 annual Chromebook Equipment fee.
- _____ 10. If loss or damage to the equipment/property occurs and determination is made that the loss or damage is a result of negligence, the Student/Parent/Guardian will be held financially responsible for the repair or replacement of the item(s). Reimbursement to the Chattahoochee County Schools by the Student/Parent/Guardian who checked the equipment out, \$200 for the replacement cost of a Chromebook, \$50 for the replacement of a Chromebook screen, \$75 for the replacement of a Chromebook keyboard, \$30 for a Chromebook case \$20 for a replacement charger.

Chromebook Information

Student's Name _____ Student's Grade _____

Parent's/Guardian's Name _____

Model: _____

I have read the above information and agree to the terms and conditions herein contained.

Serial #: _____

Student Signature _____ Date _____

Mac Address: _____

Parent/Guardian Signature _____ Date _____

Tag #: _____