

# Student Laptop Check Out

Cherry Creek High School

2016-2017

By receiving a school laptop for check out, you are agreeing to handle it with the utmost care and adhere to the following expectations.

I agree to the following:

1. I am responsible for the laptop and any damages that may occur, including theft, from the time I check it out until I return it to Library. Any repair costs or replacement costs will be my responsibility.
2. Equipment is only checked out for school projects, **not personal use**.
3. I am the only one authorized to use the computer I am borrowing and will not share it with anyone else.
4. I will read and follow Computer Network Guidelines found on pgs 53-54 in the CCHS Bear Facts. (Parent forms have been signed regarding Technology procedures)
5. I will use the laptop as is – I will not download any applications, tool bars, social media sites, music, printers, etc.
6. I have been informed of the rules regarding checkout of equipment.
7. I will return the computer and power cord on time on or before the date it is due.

**DATE TO BE RETURNED:** \_\_\_\_\_

\_\_\_\_\_  
Student Name (please print)

\_\_\_\_\_  
Student ID #

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Parent/Guardian Name

\_\_\_\_\_  
Date

**Computer** \_\_\_\_\_ **Serial Number** \_\_\_\_\_

**YOU WILL NEED TO LOG-IN BEFORE LEAVING CCHS.**