

<p style="text-align: center;">Livingston County Schools Electronic Device Usage Agreement</p>	<p>Student Name (Printed)_____</p> <p>Asset # _____ School: _____</p>
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### Device Expectations

- Students are prohibited from personalizing their checked-out device with stickers, markers, etc. that damage the surface of the device. Hard covers or cases to protect the device are acceptable. Turning in a device that must be cleaned will result in a reconditioning fee of no less than \$20.
- It is the student's responsibility to ensure that there is enough hard drive space available to engage in all educational activities.
- Headphones/ear buds of any kind may only be used in class with teacher permission.
- Downloading music, games, and videos from the Internet or any other source is prohibited during the school day unless it is tied directly to an educational activity and does not violate copyright laws.
- Students **MUST** abide by the Acceptable Use Policy. All aspects of the Acceptable Use Policy will be enforced with all devices.

### Insurance Fee

It is the student's responsibility to care for any device borrowed and ensure that it remains in a safe environment. Any student requesting to borrow a device will be charged a \$10 nonrefundable fee per nine-week semester or have the option to pay an annual \$40 nonrefundable fee. **If there is a claim for damage or loss, there is an up to \$100 deductible to be paid by the student/parent per occurrence.** The fee will cover the semester/academic year and will be due at the beginning of each semester/school year before the device can leave the campus. Any balance **due from the previous year must be paid prior to checking out a device.**

**Power adapters and power extender cables are considered "consumables." When these items are deemed damaged beyond repair/use, the student/parent is responsible for the replacement cost.**

This device is the property of Livingston County Schools and is being loaned to the student only for educational purposes during the academic school year. Students may not deface or destroy this property in any way.

Inappropriate material on the computer may result in the student losing the right to this computer, disciplinary action, and potential prosecution. The equipment is to be returned to the school on a date determined by Livingston County Schools. If the student is expelled or withdraws from school the device is to be immediately turned in **without** a refund of the assessed technology fee. Students may also be required to turn in their device for violation of the Acceptable Use Policy. **The student agrees that in the event the device is out of the student's possession for a period of 48 hour OR if the student believes the device has been stolen, the student will immediately notify school administration and file a police report with the School Resource Officer or the Livingston County Sheriff's Department. A copy of the police report must be turned in to a school administrator.**

In addition, Student and Parent agree to indemnify Livingston County Schools against any claim, suit, or damage occurring during or resulting from student's possession or use the device, including, but not limited to

any claim for infringement or violation of applicable trademarks and copyrights attributable to student's use of the district's device.

The device may be used only in accordance with the district's policies and rules. Student acknowledges and agrees that the use of the device is a privilege and acknowledges responsibility to protect and safeguard the device and to return the same in good condition and repair.

**I acknowledge that I have received, read, and agree to comply with the terms set forth in the Acceptable Use Policy. I further acknowledge that for my child to be eligible to use the device away from school, the \$10 nonrefundable semester fee OR \$40 nonrefundable annual fee must be paid in advance. Without the assessed fee, the student will be assigned "day user" and will be limited to in-school use of the device only.**

**Please select from the choices below:**

\_\_\_\_\_ Day User

The student will have access to the device during the school day, but will not be allowed to take the device off of school grounds or use outside of the regular instructional day.

\_\_\_\_\_ Take-Home User

The student will be allowed to take the device off of school grounds to use as an instructional resource. In order to be a Take-Home User, a parent/guardian (or student of 18 years of age) must sign the agreement and pay the \$10 nonrefundable semester fee OR \$40 nonrefundable annual fee.

I have received a copy of the Acceptable Use Policy, an informational letter regarding technology availability and fee, and have indicated on this form the choice of either Day User or Take-Home User for my child (if under 18 years old).

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Livingston County Schools district administration reserves the right to revoke a student's permission to take borrowed devices off of campus.