



Chromebook User Agreement

Student Name: _____ Student ID: _____ Graduation Year: _____

I understand the following conditions for borrowing this equipment:

- Equipment is provided for school-related use only.
- Equipment must be used in a responsible manner; every precaution must be taken to prevent damage to the equipment and to return it in the same condition that it was received
- Use of equipment is subject to the Richfield Public Schools Acceptable Use Policy (AUP).
- Damage of equipment is subject to the following fee schedule:

Level 1 Damage

- Limited impact on performance and learning, still usable. Examples: Scratched, corner damage, dirty.
- Action required by student: Report it to school at turn-in or if it affects learning by way of performance issues.
- Fee: None

Level 2 Damage

- Affects performance of the device and ability to learn with its usage. Examples include: Cracked screen, accidentally missing keys (popped off), power supply damaged or lost.
- Action required by student: Report to school immediately.
- Fee: \$20

Level 3 Damage

- Device is lost or damaged beyond repair as determined by district technicians and/or media specialists.
- Action required by student: Report to school immediately.
- Fee: \$50

Lost Case

- The case is lost or damaged beyond use
- Action required by student: Report to school immediately.
- Fee: \$20

Vandalism

- User inflicts intentional damage on device.
- Fee: Full cost of repair or replacement.
- School may file a police report.

Theft

- Theft of device at school or outside of school.
- Action required by student/family: At school, report to media center and police liaison officer. Outside of school, file a police report immediately.
- Theft will be investigated, so please be sure that it's a theft and not a loss due to negligence.
- Fee:\$0

I accept full responsibility for the equipment I am borrowing. In the event of loss or damage of the equipment, I will report the circumstances of that loss or damage to a Richfield Public Schools staff member immediately. **I understand that I may be responsible for the payment to replace or repair the equipment. I will return the equipment promptly at the end of each school year or when I leave Richfield Public Schools.**

By signing this document, you are giving your consent to this agreement and will follow the District's Acceptable Use Policy. This form will be kept on file for the duration of your time at this school. If you have any questions or concerns, please contact the main office at your school.

Print Student Name: _____

Student Signature: _____

Student I.D. Number (a 6-digit number): _____

Print Guardian Name: _____

Guardian Signature: _____

Date: _____