

**Chromebook Condition Form – FRESHMAN AND NEW STUDENTS ONLY**

Student Name \_\_\_\_\_ Student # \_\_\_\_\_

Teacher Issuing \_\_\_\_\_ Condition: NEWReplacement prices: Chromebook \$250 Charging Cord \$20**Chromebook Benefits:**

- Learn how to effectively navigate the internet and how to use the various web-based applications
- Connect and collaborate with teachers, students, and other members of the educational community
- Complete and submit assignments electronically
- Easily organize files and other electronic resources
- Access Google Apps for Education (GAPE)
- Improve typing skills
- Excellent battery life
- Boots up in eight seconds or less
- Updates are applied automatically as long as the device is connected to the Internet

**Chromebook Care Tips:**

- Students are strongly encouraged to use a padded Chromebook case, protective sleeve or laptop bag
- Plug the Chromebook in each night to ensure it is fully charged for the school day
- Each Chromebook is labeled with a unique identification number and at no time should the numbers or labels be modified or removed
- Chromebooks must remain free of any writing, drawing, stickers, or labels
- They can be cleaned with a soft, lint-free cloth (do not use window cleaners, household cleaners, aerosol sprays, solvents, alcohol, ammonia, or abrasives)
- Chromebooks should be stored vertically when possible (such as in a locker or backpack)
- Never place objects on top of the Chromebook
- Always open the Chromebook from the center of the screen (not from the corners)
- Never close the screen while objects are resting on the top of the keyboard or trackpad areas
- If a Chromebook fails to work or is damaged, report the problem to the school computer technician (**do not try to fix it yourself**)
- Do not lend your Chromebook to anyone else

**Fines Related to a Chromebook:**

Chromebooks and AC charger will be turned in to Live Oak High School, when requested, in satisfactory condition. Chromebooks will be inspected for damage. In the case of damage, the student/parent/guardian will be charged a fee for needed repairs, not to exceed the replacement cost of the Chromebook. Live Oak administration will make the final determination of any fees assessed. If a student fails to return the Chromebook, the student/parent/guardian will pay the replacement cost of the Chromebook.

**Chromebook Insurance:**

We recommend our families investigate and purchase insurance for their student's laptop. This is an optional service. Note that this insurance information is posted on our district Website under Educational Technology at: <http://mhusd.org/technology>.

**Searches**

Chromebooks, as with any student electronic device and its contents, are subject to search at any time (**given reasonable suspicion of an effect on school environment/safety**) by the Live Oak High School administration.

*I understand the above costs associated with the Chromebook issued to my student:*

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Must be signed to receive a Chromebook)

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Must be signed to receive a Chromebook)