Dear Parents,

Concordia International School Hanoi has a Bring Your Own Laptop (BYOL) Program. Students in grades 6 – 12 are required to bring their own laptop for use in the classroom. Technology integration empowers and enriches student-centered learning, which will help prepare them for their future.

Concordia is committed to providing its students the tools necessary for them to be competitive in the ever-changing job markets. We provide dedicated instruction and supervision to open new worlds of learning, active inquiry, and expression for our students. We are building a community where collaboration empowers differentiated learning. Concordia wants to inspire students and challenge them to see themselves as creators of ideas as we continue to enrich student learning and achievement using technology.

Laptop Requirements: Any Apple MacBook model less than 3 years old or Windows-Based Laptop

- Students are expected to bring their laptop fully charged to school on a daily basis. We recommend a MacBook Air 13", MacBook Pro 13", or MacBook Pro 15" / 16" – Windows-based devices should have i7 or better processor with minimum 8G Ram and 256 Hard drive or SSD storage with AC Wifi.
- Current Operating System (OS) we support: Mac OS X Big Sur or Monterey, Windows OS 10 or greater
- Apple MacBooks can be purchased through Apple Vietnam at a discount. Review information at Concordia BYOL website.
- Battery must be able to provide power to the laptop for at least 4 hours, and Charger for charging low battery.
- Padded case for transport and additional protection - separate from backpack.
- Headphones that can easily be carried/kept in a backpack or stored in student locker.
- You can buy Apple Laptops in Vietnam through FutureWorld, an Authorized Apple Reseller. Please check their website for contact information. Windows-based devices can be purchase at many locations, but there is not educational discount.

Concordia Laptop Registration (Accomplished during student orientation):

- Each student must register the laptop with Concordia Technology before use at School.
- This registration should take place before the first day of class, e.g., during Orientation or any other time that is convenient.
- During registration, we will add the laptop into the school network and records system.
- Each student must bring his/her laptop to Concordia Technology before they leave so that staff may remove School site-licensed software and delete the laptop from School records and systems.
- Each student must bring his/her current laptop to Concordia Technology before it is replaced so that staff may remove School site-licensed software and delete the laptop from School records and systems.
- A new laptop cannot be added to Concordia's system until the old laptop has been removed.

Student Laptops must have the following software installed beginning the first day of school:

- Antivirus and malware software (Sophos recommended and free).
- Malwarebytes malware software (Free from website).

Student Laptops should have the following software installed beginning the first day of school:

- Adobe Acrobat Reader (Free from Adobe).
- Adobe Flash Player (Free from Adobe).
- Sun Java (Free from Sun Microsystems).
- Web Browser - Safari, Firefox, or Google Chrome.

Laptop Management, Upgrades and Maintenance:

- All students and families will be required to sign the Acceptable Use Policy (AUP).
- Allow Concordia Technology to install software provided by the school.
- The family is responsible for maintaining the laptop in fully-working condition - updates and any repairs.
- Student name on computer, chargers, etc.
- Padded computer bag/sleeve for transport and additional protection - separate from backpack.

Repairs of hardware and software are not provided by Concordia.

If you have any questions regarding the BYOM program, please contact our Director of Technology, Michael Gilliland at techdirector@concordiahanoi.org or Concordia's HelpDesk at helpdesk@concordiahanoi.org .