

# MAST Academy

## Student Laptop Checkout Contract

Please read the following and sign below acknowledging your agreement to the terms of the student laptop checkout contract. Your parent or guardian also needs to sign below to acknowledge agreement. This contract will be good for the current school year only. A copy will be filed in the Communications & Information Center (CIC) for the duration of the current school year.

### Terms of Use

I understand I am responsible for the security of the laptop I check out. The laptop must remain in my possession at all times. I am responsible for returning all the laptop components and accessories included in the laptop case. **It must be returned to a CIC staff member directly and in person.**

The laptops are for short-term checkout only\* and must be returned by the agreed upon time. **Under no circumstances, are the laptops to leave the school building or be left unattended or transferred to another person.**

I understand that the use of this laptop is subject to the Acceptable Use Policy that I signed at the beginning of the school year. **The laptop is to be used for academic purposes only. Under no circumstance, will I download or install software, including games, to the laptop.**

Date: \_\_\_\_\_

Student's Name: \_\_\_\_\_

Student's ID #: \_\_\_\_\_

Homeport: \_\_\_\_\_

Cell phone #: \_\_\_\_\_

Home phone #: \_\_\_\_\_

Student's Signature: \_\_\_\_\_

Parent's Name: \_\_\_\_\_

Cell phone #: \_\_\_\_\_

Home phone #: \_\_\_\_\_

Parent's Signature \_\_\_\_\_

\* All laptops must be returned and checked in to the media center no later than 1:00 P.M. a daily basis.