



École HJ Cody School

HJC ensures high levels of learning for all students.
Believe, Encourage, Challenge



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Chromebook Sign-out Agreement 2020 Semester 1

This agreement is required to borrow a chromebook from HJ Cody Learning Commons for school and academic use only. This agreement must be signed by both the student and parent/guardian, unless independent student status is in place. This form assigns primary responsibility of the assigned Chromebook to the borrower.

A damage deposit of \$100 is required to sign-out a chromebook. The deposit will be held at the school office until the Chromebook has been returned to the Learning Commons undamaged and in working order.

- We, the student and parent/guardian, understand and agree to appropriate use and care of the assigned Chromebook. The borrower will be responsible for taking the necessary precautions to protect the equipment and store it in a manner that provides adequate protection when it is not in use, thus not subjecting the Chromebook to possible theft or damage.
- We understand and agree that if the Chromebook is lost, stolen, or damaged, the damaged deposit paid will be processed to help cover replacement cost. We understand that we are responsible for returning the Chromebook in like condition as received.
- We understand that damage consists of the following, but not limited to: graffiti, broken or missing keys, broken screen, water/moisture damage. We also understand that the equipment cannot be modified in any way and cannot be transferred to a third party.
- We understand that should the assigned chromebook stop working, we are to return it immediately to the Learning Commons to have the issue resolved, and/ or receive a newly assigned Chromebook.
- We understand that the assigned Chromebook must be returned to the HJ Cody Learning Commons immediately by the end of each semester, upon exit or withdrawal from the school, or at the request of the HJ Cody school/ administration.

I have carefully read this document and acknowledge and accept my responsibilities for the Chromebook assigned to me.

_____ *Print Student Name* _____ *Student Signature* _____ *Date*

As a parent/guardian of this student, I acknowledge his/her responsibilities for the Chromebook assigned to my student.

_____ *Print Parent/Guardian Name* _____ *Parent/Guardian Signature* _____ *Date*

Library Authorization : _____ Barcode: _____
Return Signature: _____ Deposit Return: _____ Date: _____