

Ovell's Christian Academy Student Computer Loan Contract

Student's Name _____

Date _____

Parent's Name _____

Contact Number _____

A school laptop is being loaned to the Borrower for academic purposes. It is my responsibility to care for the equipment and ensure it is maintained in a safe environment

- The laptop computer, computer charger brick, charger cord and carrying case are the property of *Ovell's Christian Academy* and is herewith being loaned to the student for educational purposes only for the remainder of the academic school year. Students may not deface or destroy this property in any way. Inappropriate material on the machine may result in the student losing their right to use this computer and facing the appropriate disciplinary actions. The equipment will be returned to the school on a date to be requested or sooner if the student is discharged from school prior to the end of the school year. Students who do not return the computer and related materials when requested may be subject to criminal prosecution or civil liability. A late fee may be charged if the laptop is not returned to the school on the required check-in date.
- If the laptop equipment is lost, stolen or damaged while in the student's possession, the student is responsible for the replacement or repair thereof and Borrower agrees to indemnify *Ovell's Christian Academy* against any claim occurring during or resulting from Borrower's possession or use of *Ovell's Christian Academy* property, including, but not limited to any claim for infringement or violation of applicable trademarks and copyrights attributable to Borrower's use of *Ovell's Christian Academy* Property.
- Borrower may use laptop equipment only for non-commercial purposes, in accordance with *Ovell's Christian Academy* policies and rules. Any included software may be used only in accordance with the applicable license and it is the Borrower's responsibility to be familiar with and to comply with the provisions of such license.
- Borrower may not install or utilize any software in connection with Borrower's use of the laptop equipment other than software owned by *Ovell's Christian Academy* and made available to Borrower in accordance with this receipt and agreement and Borrower agrees not to make any unauthorized use of or modifications of such software.
- *Ovell's Christian Academy* is not responsible for any computer or electronic viruses that may be transferred to or from Borrower's diskettes or other data storage medium and Borrower agrees to use Borrower's best efforts to assure *Ovell's Christian Academy* property is not damaged or rendered inoperable by any such electronic virus while in Borrower's possession.

By signing below, Borrower and Borrower's parent/guardian acknowledge and agree to the terms of use as spelled out in *Ovell's Christian Academy* Laptop Use Policy Summary and this Computer Loan Agreement Form. Additionally, they agree that Borrower's use of *Ovell's Christian Academy* Property is a privilege, and that by Borrower's agreement to the terms hereof, Borrower acknowledges Borrower's responsibility to protect and safeguard *Ovell's Christian Academy* Property and to return the same in good condition and repair.

Parent's Signature _____ Print Name: _____

Student's Signature _____ Date: _____

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Student Responsibilities

Your laptop is an important learning tool and is for educational purposes only. In order to use your laptop at home, you must be willing to accept the following responsibilities:

- I know this computer is on loan to me. All of *Ovell's Christian Academy's* policies, procedures, applicable laws and the Network and Internet Policy must be followed. I understand that any violation could result in loss of the computer for my use.
- I will treat the laptop with care and will be responsible in using the laptop.
- I will not loan the laptop to others; it will stay in my possession at all times.
- I will not load or delete any software from the laptop and I will comply with all copyright laws.
- I will not remove or alter the laptop label.
- I will not give personal information when using the Internet.
- I will not attempt to make any repairs to the laptop.
- I understand that misuse or inappropriate use as determined by school personnel may result in any and/or all of the following:
 - Cancellation of access privileges and/or loss of computer privileges
 - School disciplinary actions including civil or criminal liability under applicable laws

Parent Responsibilities

Your child has been issued a laptop computer to improve and personalize his/her education this year for distance learning. It is essential that the following guidelines be followed to ensure the safe, efficient, and ethical operation of your child's computer.

- I will discuss school policies and expectations regarding the use of the Internet and will supervise my child's use of the laptop at home.
- I will not attempt to make any repairs to the laptop.
- I will report to the school any problems with the laptop.
- I will not load or delete any software from the laptop and I will comply with all copyright laws.
- I understand that if the laptop is broken/stolen, I will be responsible to replace it (up to a \$200 value). If I fail to replace the laptop, I will have a balance with OCA, and no records will be released.

Parent's Signature _____ Print Name: _____

Student's Signature _____ Date: _____

Student's Signature _____ Date: _____