



Altmar-Parish-Williamstown Central School District

District Office



639 County Route 22 • Parish, NY 13131



(315) 625-5250



(315) 625-7952



www.apwschools.org

APW TECHNOLOGY DEVICE LOAN AGREEMENT

A student may take possession of an assigned device only after providing the Instructional Technology Department with a signed written agreement acknowledging the following conditions with respect to the device and any related equipment provided with the device:

1. Use of the device must conform to the standards of responsible use set forth in the AUP Policy, and all other applicable District policies and rules, including the Code of Conduct, DASA, ED Law 2D, and nondiscrimination policies whether the device is connected to the District's digital information systems or not;
2. The device remains the property of the District, and must be returned to the District at the designated time or when the user ceases to be affiliated with the District, if earlier;
3. The user will take reasonable care to protect the device from damage due to dropping or other physical shock, inclement weather, spillage of food or other substances, and other physical dangers;
4. The user will lock the device using the assigned password, will not share that password with anyone other than an authorized District employee or designee, and will not allow any other person to use the device;
5. The software installed on the device is owned by or licensed to the District, and the user may not copy or alter the installed software; the user will not install or download any software, program, application, or executable code onto the device that is not approved by an authorized District employee or designee;
6. The user acknowledges that the device may be equipped with software installed by the District to protect the device from damage from viruses or other malware, which may prevent the user from installing software or making other changes to the device, and the user agrees not to attempt to remove, neutralize, or circumvent this security measure;
7. The District retains the right to examine the device and its contents, and may do so remotely, and the user has no expectation of privacy in any information created, modified, stored, or transmitted with the device; and
8. If the device is damaged, lost, or destroyed the user and/or the user's parent/guardian will be responsible for compensating the District for the damage up to \$100. A device will not be reissued to the student until the bill has been paid in full. A loaner device will be made available to the student within each class period if the teacher requires the use of a device.

While district filters prevent access to improper internet sites on District owned devices, Parents/Guardians are responsible for providing adequate supervision of student(s) while using these devices outside of school.

By signing this agreement, you acknowledge that you have reviewed the APW Device Loan Agreement and agree to abide by its terms.

Student Name (Printed) _____ Student Grade: _____

Parent/Guardian Name (Printed): _____ Date: _____

Signature of Parent/Guardian: _____