

**AMBRIDGE AREA SCHOOL DISTRICT**  
**Student Device User Agreement (Grades 6-12)**



The purpose of this document is to delineate the terms and responsibilities for families taking possession of an Ambridge Area School District (AASD) issued device. Although families will take temporary possession of the device, the device remains the property of AASD. The AASD is loaning your student one Dell Laptop and charger. The laptop is being delivered in excellent working order. It is the student’s responsibility to properly handle the device and keep it in an environment that is safe and secure. All equipment must be returned or made available to AASD upon the student’s separation from AASD, either by graduation, withdrawal, or at the request of AASD Administration.

Students in the AASD are being provided access to technology for educational purposes. Students must follow the AASD Student Handbook *Code of Conduct* and *Responsible Use Policy 815* for responsible use of technology in order to maintain the privilege of accessing such technology. The student and parent/guardian(s) will be responsible for taking the necessary precautions to safeguard the device. If the AASD determines that loss and/or damage is the result of negligence, the parent/guardian(s) may be held financially responsible for the repair or replacement of the device. AASD reserves the rights to review, monitor, and restrict information stored on or transmitted via the AASD owned device and to investigate inappropriate use of resources. The District will provide filtered Internet access to its students in compliance with the Children’s Internet Protection Act.

All **lost** cables can be replaced for a fee. In order to get a replacement, you must pay by cash or check at the time of service or replacement. Replacement Cable fee is currently \$30. All **damaged** cables and chargers can be into IT for a free replacement. Repair deductibles and full replacement costs not covered under current warranties will be invoiced. When a student has a damaged laptop, they can put in a work ticket and/or come directly to the tech office for a repair. The tech department will determine if the damage is malicious or excessive and report the issue to the building principal for further investigation. All prices listed are subject to change based on current costs from Dell.

**The Student and Parent/Guardian signature signifies that the student will:**

- Use the device in a responsible and ethical manner that follows the Student Handbook Code of Conduct.
- Understand that the device is at all times the property of the AASD.
- Not uninstall, disable and/or modify any hardware or software installed on the device or install new or additional programs on the device.
- Not permit individuals, other than AASD administrators or authorized AASD IT Department personnel, to access, repair or service the device.
- Adhere to the Board Approved AASD Responsible Use Policy #815. Devices used off school property are subject to all applicable AASD Board Policies, rules, and regulations.
- Understand the device will not be used for personal and/or private purposes and is to be used for the student’s educational use and school responsibilities.
- Report loss and/or damage of the device to the Help Desk. If the loss and/or damage is a result of negligence, the student/parent(s) or guardian(s) may be held financially responsible.
- Adhere to this Student Device User Agreement in the event the student is issued a “loaner” device during service.
- Notify the administration immediately if a student should receive an electronic communication containing materials that may be unlawful, inappropriate, affected by a virus, and/or a potential violation of the *Student Handbook*.
- Not share log-in credentials and log off and secure their device to protect their work and information.
- Have a fully charged device prior to the start of each school day.

**By signing this document, I agree that I have read and agree to the above AASD Student Device User Agreement.**

Student Name (please print):	Parent Name (please print):
Student Signature:	Parent/Guardian Signature:
Date:	Date: