

**Martensdale-St. Marys Community School District
Student Laptop Program Acknowledgement Form
2010-2011 school year**

Review and initial each statement below.

The following items reiterate some of the most important points covered in the <i>Laptop Computer Use Agreement</i> and the <i>Standards for Proper Care</i> addendum which you can read in the student guidebook	Student Initial	Parent Initial
I understand that I am responsible for backing up my own files and that important files should always be stored in at least two locations (such as on the laptop, external hard-drive, CD, flash drive or fileserver).	_____	_____
I will not leave my laptop unattended unless it is locked in a secure place. My family is fully responsible for the cost of replacement should my laptop become lost or stolen due to "gross negligence" as determined by administration.	_____	_____
I understand that my family is financially responsible for up to full cost if damage occurs to the laptop. <i>Please refer to the Computer Use Agreement form for details.</i>	_____	_____
I will not install or use file-sharing programs to download music, video or other media.	_____	_____
I will not duplicate nor distribute copyrighted materials other than a back-up copy of those items I legally own.	_____	_____
I will keep the laptop lid fully closed whenever it is moved from one point to another.	_____	_____
I will read and follow general maintenance alerts from school technology personnel.	_____	_____
I will report any problems with my laptop to a member of the tech support staff in a timely manner.	_____	_____
I have read the Equipment Lending Agreement which gives students permission to check out other equipment, such as digital still and video cameras, and agree to those conditions (put an "X" if you decline and therefore will not use this equipment)	_____	_____

I have read the Laptop Computer Use Agreement and the Standards for Proper Care addendum and agree with their stated conditions. I also understand that a \$TBD technology/software assessment need be submitted and processed prior to the issuing of the student laptop. (Iowa Code § 301.1) Questions and or accommodations regarding this assessment need be directed to Secondary Principal Mr. Crozier, Director of Technology Mr. Wood or the Superintendent of Schools

Student Name (printed clearly) _____

Student Signature + Date _____

Parent Name (printed clearly) _____

Parent/Guardian Signature + Date _____

If for some reason you choose not to receive a laptop at this time, sign below. My signature below indicates that I have read and understand all of the Technology Policies of MStM, but that I choose NOT to receive a laptop at this time.

Student Signature +Date _____

Parent/Guardian Signature +Date _____

This completed and signed form is a mandatory requirement for the assigning and issuing of a MStM laptop computer. It must be filed prior to the issuing and assigning of a computer. Students will not receive their laptops until Mr. Crozier or his designee has received a signed form.