



Laptop Computer Acceptance Form

2019

A. General

- This agreement begins on the date this form is signed and terminates on the final day of school in 2019.
- The cost of the 'ICT levy' is in accordance with the College's published fee schedule. This includes the costs associated with the laptop, the ICT support and installed software as well as the general technology levy.
- The laptop will not be given out until the 'ICT levy' is paid or they have approved payment arrangements with Accounts.

B. Brisbane Adventist College Responsibilities

- The College will support the user and the computer within its warranty at the specified support times within school hours.
Note: Insurance does not cover intentional damage of the laptop and loss of accessories.
- The College is committed to providing a safe environment for the use of ICT, especially the Internet.
- Further details can be found in the **Student and Parent Handbook: Information & Communication Technology Agreement - Terms & Conditions 2019** document.

C. Parents/Caregiver Responsibilities

- Parents have the full right and responsibility to manage the care and use of the laptop outside of school hours.
- Parents have the responsibility to ensure a level of 'cybersafety' for the use of the laptop outside of school hours. *For example:* always keeping and using the laptop in a common area, disabling Internet access when not specifically needed, setting time restrictions for daily use.
- Parents are responsible for any additional costs not covered by the warranty.
- Further details can be found in the **Student and Parent Handbook: Information & Communication Technology Agreement - Terms & Conditions 2019** document.

*I have read and understood the above information and agree to abide by the terms and agreements outlined in the **Student and Parent Handbook: Information & Communication Technology Agreement - Terms and Conditions 2019** and the additional terms specifically outlined in this form.*

Parent Name: _____ (Please Print)

Parent Signature: _____ Date: _____



D. Student Responsibilities

- The student will ensure that the laptop is always in good condition and working order.
For example: fully charged each day, kept clean, not damaged.
- Each student must comply with all trademark, copyright laws and license agreements. Ignorance of the law is not immunity.
- The student will ensure that they act responsibly and appropriately when using the Internet.
- Further details can be found in the **Student and Parent Handbook: Information & Communication Technology Agreement Terms & Conditions 2019** document.

*I have read and understood the above information and agree to abide by the terms and agreements outlined in the **Student and Parent Handbook: Information & Communication Technology Agreement - Terms and Conditions 2019** and the additional terms specifically outlined in this form.*

Student Name: _____ (Please Print) Student Year Level: _____

Student Signature: _____ Date: _____

Note: If you have any questions, contact Mr Jamin Henley (ICT Coordinator) or Mr Jordan Matthews (IT Technician).



Laptop Condition Report

Fill out this form when you receive the laptop, specify any damages, wear and tear currently on the laptop and accessories. Compare to condition when returning laptop.

Laptop LCD back cover

Laptop bottom base

Laptop LCD & bezel

Laptop palm rest & keyboard

Carry Bag (front & back)

Stylus pen
(where applicable)



AC adapter
(charger)

