

TECHNOLOGY EQUIPMENT LOAN AGREEMENT

Joe District technology equipment will be loaned to the student named below under the following conditions:

- o The equipment may only be used for educational purposes. Any other use may result in the loss of loan privileges.
- o The equipment may not be used for any inappropriate, unethical, or illegal purposes, to include activities on the Internet, use of email and messaging, and access to digital media and programs. Violations of this policy may result in the loss of loan privileges and/or disciplinary action.
- o The equipment and any district-installed software may not be modified in any way. No software can be copied, nor can any unapproved software be installed. Occasionally teachers may direct students to install authorized software packages from the HISD Software Center.
- o The student's parent/guardian accepts financial responsibility for any intentional damage to the equipment or damage due to gross negligence. The district may take legal action to recover any unpaid costs of such damage.
- o The equipment is the property of Houston ISD. All equipment must be returned to the school or department that issued the equipment or if the student withdraws from school. Equipment not returned as required may be reported to the police as stolen.
- o The student will promptly report to the HISD Service Desk (713-892-7378, servicedesk@houstonisd.org) if any equipment is lost, stolen, or damaged.

Student Name (print) _____ Phone _____

Address/City/State/Zip _____

Student Signature _____ Date _____

Student ID _____ Grade Level _____

School Name _____

Equipment Model/Description _____

Serial Number _____

HISD Asset Tag (if available) _____

Accessories issued with equipment (power adapter, carry case, Keyboard, Mouse, etc.)
