



Office Use Only

Name:
 Grade: Student #
 Device Asset Number:

Strong Schools, Stronger Communities

Chromebook Acceptable Use Agreement

I have read, understand, and agree to the guidelines and expectations in the Chromebook Handbook and Acceptable Use Agreement. For the purpose of this agreement, "Chromebook" includes the Chromebook, power charger/adaptor, license, and case.

I understand that:

- The Chromebook remains the property of Muskegon Public Schools at all times and places.
- It is a privilege, which could be revoked, to receive the Chromebook and it is the responsibility of the student to protect and use the Chromebook in the same condition as it was issued, less reasonable wear.
- Any failure to comply with the guidelines and expectations may result in disciplinary action which may include the removal of the Chromebook from being in possession on a daily basis.
- The Chromebook is used for school/educational purposes only.
- Students may place school appropriate stickers on the case of the device, not on the device itself. Paint, sharpie, markers, and/or any other defacing of the case or Chromebook is prohibited. The MPS internal documentation stickers must remain on the device at all times.
- In terms of privacy, students and parents/guardians have no right or expectation of privacy or confidentiality with respect to the use of Muskegon Public Schools' owned devices and connections regardless of whether the use of such device is for district, school, classroom, or personal related purposes.

Insurance & Repair Policy

Insurance Fee*	Repair #1	Repair #2	Repair #3	Repair #4	Lost and/or Stolen Devices
\$0.00	\$25.00	\$35.00	\$50.00	Additional \$50 plus any additional repairs or cost of replacement including possible loss of right to device	Parent/Guardian & Student are responsible for the cost of the device.

*The insurance fee is being set at \$0 to the parent/guardian due to the fact that your millage funding helps support this initiative to purchase the device, license, and cases. The repair fees are listed according to multiple repairs during one school year. After certain damage continues to happen (accidental, neglectful, or intentional) the price will also rise. Intentional or neglectful damage may incur disciplinary actions as well as including loss of the privilege. All lost or stolen devices should be reported to the Muskegon City Police Department by filing a police report. The Office of Technology Services and the administration team at Muskegon High School must also be notified. We do have a way to track the device, so knowing as soon as possible that the device has come up missing is important. Parents/guardian/student will be responsible for the price of the device and license so that it can be replaced.

Cost of Replacement (estimated costs as of 7/11/2018)

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| 1. Total Replacement – \$255.00 including case | 5. Audio jack, power jack, motherboard – \$85 |
| 2. Device and License – \$193.95 | 6. Charger – \$55 |
| 3. Screen – \$50 | 7. Case – \$20 |
| 4. Keyboard – \$85 | |

Student Section

Student Printed Name:

Student Signature:

Date:

Parent/Guardian Section

Parent/Guardian Printed Name:

Parent/Guardian Signature:

Date:

**All devices will be turned in for the summer. Upon collection, everything should be in working order, including the case as well as all parts that were signed for. Please refer to the MPS Chromebook Policy and Handbook guide as well.*

**A blank copy of this form is available for review/download on our website at muskegonpublicschools.org*

**To receive a copy of your signed form via email, please complete the Google form at the time of pick-up.*