



Mobile Device Equipment Loan Form

For the 2023-2024 school year, Hudson City School District students will be loaned district mobile device equipment (Chromebook, iPad, hotspot, etc.) based on their grade level and program. These devices are to exclusively be used as a learning tool within, and outside of, school hours. While the district has agreed to loan this device to your student, it is essential that the following guidelines be followed to ensure the safe, efficient and ethical operation of this loaned device(s). *(Please review and sign both sides of the document.)*

- I will supervise my child's use of the device(s) at home.
- I will discuss my expectations regarding the use of the Internet at home.
- I will supervise my child's use of the Internet.
- I will not attempt to repair the Chromebook, nor will I attempt to clean it with anything other than a soft, dry cloth.
- I will not load or delete any software from the Chromebook.
- I agree to return the device to school when requested and/or upon my student's withdrawal, transfer or graduation from the Hudson City School District.
- I understand and agree that this equipment is, and at all times remains, the property of Hudson City School District and is loaned to my student for educational purposes. The device does have identification on it indicating that it is the property of HCS D and that identification **should not be altered, removed or modified** in any way. These devices are assigned and registered to each student individually, similar to a textbook or sports jersey and I am responsible to return the device and charger at the time and date indicated by the school. (See Policy 5300.30 Student Code of Conduct - Prohibited Student Conduct pages 15-16.)
- I understand that while normal wear and tear is expected, the device needs to be returned in working condition with no cracks, missing parts, etc. I understand that if the device is damaged, lost or stolen, I am responsible for the cost of the repair or replacement as with all other district-owned property provided to my student for educational purposes (jerseys, library books, etc.).

2023-2024 Replacement Costs:

iPad \$250	iPad charger \$20
Complete Chromebook \$250	Chromebook Charger \$20
Chromebook Keyboard \$17.95	Front Cover \$24.95
Chromebook Back Cover \$18.95	Hotspot \$40
Hotspot Charger \$20	Hotspot Case \$10
Chromebook Case \$25	Chromebook Screen \$100

- I understand and agree that stickers and/or tape should not be used on the device nor the case. **I understand that writing, drawing or painting on the device and case is considered vandalism.** Replacement costs and disciplinary actions may apply if stickers, tape, writing, drawing or paint cannot be removed.

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Signature Page

- I understand that the primary purpose of the device is educational. To comply with federal regulations (CIPA and COPPA), policies and restrictions have been configured on the device to manage and monitor the device. Inclusive in these are web security filters on the device that will not allow students to access non-academic websites including social media.
- I agree to comply with HCSD BOE Policy #4526-E (reverse side of this document) regarding appropriate use of district computer resources and further agree to all parental responsibilities listed within this document,
- I understand it is mandatory that the Chromebook remains in the district-provided case.

I have read, understand, and agree to abide by the provisions in the 2023-2024 Mobile Device Equipment Loan form for borrowing a district issued Mobile Device and/or hotspot.

Student Name: _____ Grade: _____

Student Signature: _____

Parent's Name: _____

Parent's Signature: _____

For Office Use Only

Chromebook	Hotspot
Chromebook Serial/Service Tag: _____	Hotspot Name/Number: _____
Chromebook Asset Tag: _____	Hotspot IMEI: _____
	Hotspot Asset Tag: _____