

### Student Chromebook Acknowledgement

This laptop has been assigned to your child(ren) for the purpose of providing access to remote learning provided by your child’s teacher through Google Classroom. **This laptop will need to accompany/travel with your child to a School District of Philadelphia school.**

Student ID	Last Name	First Name	Serial Number/Service Tag	New School

By signing below, you are confirming you or your child have received the above-numbered Chromebook in accordance with Board of Education Policy 717.1 (excerpts of which are attached). You agree to return the Chromebook in good and functional condition when instructed by your school or the District. You further agree that you will take all appropriate measures and precautions to prevent loss, theft, damage and/or the unauthorized use of services. Such measures include, but are not limited to, storing the computing device in a locked and secured location when not in use, refraining from leaving it unattended in public areas or classrooms, and keeping all foods and beverages away from the computing equipment, as well as use for educational purposes only.

Finally, in the event of loss, theft, damage and/or unauthorized use of services, the assigned student/parent will be held legally and financially responsible to the district for the replacement and/or repair of the computing device that has been issued to them. Should a student’s computing device be lost or stolen, the student and/or student’s parent or guardian must:

Loss or Theft:

1. Immediately report the incident to his/her teacher or principal;
2. Obtain an official police report (In the event of theft or loss), and provide a copy of that police report to his/her teacher or principal.

Damage:

1. Immediately report the incident to his/her teacher or principal.
2. Take the computer for repair to one of the District’s Laptop Repair Centers to see if it can be fixed, see below.

I realize that by signing below that myself and my child are responsible for the Chromebook and charger listed above. If there is damage to the device that is not repairable, I am responsible for replacing it by returning the device and the charger. This includes physical damage such as water exposure, physical damage, and heat, to name a few. If I have to replace the device I will contact the school and receive replacement information as well as the cost, which I will be held responsible for.

\_\_\_\_\_  
PARENT SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
STUDENT SIGNATURE

\_\_\_\_\_  
DATE

-----Please Detach-----

### Parent & Family Technology Support Centers

**Hours:**– Monday, Tuesday, Thursday and Friday: 9 a.m. to 3 p.m. – Wednesdays: 9 a.m. to 5 p.m.

<p><b>Fitzpatrick Annex Building</b> (rear of Fitzpatrick Elementary School) 4101 Chalfont Drive, Philadelphia PA 19154</p>	<p><b>Martin Luther King High School</b> (parking lot entrance on Haines Street) 6100 Stenton Avenue; Philadelphia, PA 19138</p>
---	--

Please note:

- Devices will be visually inspected to determine if they are eligible for warranty repair.
- There is no immediate repair service for drop-offs, all requests are taken on a “first-come, first-served basis”.
- The Laptop Drop-off Center does not repair personal devices even if they are utilized for work.
- The Laptop Drop-off Center does not provide replacement and/or loner equipment.
- The Laptop Drop-off Center is not responsible for backing up data. Make sure to back up your drive prior to