



# CARBON CAREER & TECHNICAL INSTITUTE

150 W. 13<sup>th</sup> Street  
Jim Thorpe, PA 18229  
570-325-3682

## CCTI STUDENT TECHNOLOGY ACCEPTANCE and RETURN AGREEMENT

All students attending CCTI will be issued a Chromebook for their educational use. It is understood by both the student and their parent/guardian that the Chromebook, its accessory equipment, and any other equipment issued will be the student's responsibility during their entire enrollment at the Carbon Career & Technical Institute and at all times the items should be in working condition with no damages or defacement of any sort. **If student withdrawals from the Carbon Career & Technical Institute, ALL ITEMS MUST BE RETURNED WITHIN 7 DAYS OF WITHDRAWAL. If student is graduating from the Carbon Career & Technical Institute, ALL ITEMS MUST BE RETURNED prior to graduation practice during their year of graduation (graduates will also be informed at the end of said school year as a reminder).** Failure to return the Chromebook, *and its accessory equipment*, will be considered **lost/stolen** property and can result in **legal action against the student and/or their parent/guardian.**

If the Chromebook and/or its accessory equipment is damaged, defaced (stickers, writing, paint, etc...), or not in working condition, student and/or parent/guardian will be responsible for the replacement cost listed on this form. Failure to return the Chromebook or its accessories--Case/Sleeve and/or the Charging Block and Power Cable--will also result in the student and/or parent/guardian being responsible for the replacement cost listed on this form.

### EQUIPMENT REPLACEMENT COSTS:

**Chromebook - \$250.00**

**Case/Sleeve - \$20.00**

**Charging Block and/or Power Cable - \$15.00 each piece (\$30.00 for both)**

### **By initialing each line and signing below, I agree to the following:**

\_\_\_\_\_/\_\_\_\_\_(Parent and student initial) I have read this form and understand that I am responsible at all times for the care and appropriate use of the technology provided. I understand that if I violate the guidelines agreed to in the Student Handbook, Acceptable Use Policy and Guidelines for Use, my privilege to use technology at CCTI may be restricted or removed and I may be subject to disciplinary action.

\_\_\_\_\_/\_\_\_\_\_(Parent and student initial) I understand that the **Chromebook** issued to me is to be **fully charged and transported to school daily for my use in my academic and/or technical class.** I understand that I will not be allowed to take another device to CCTI in its place, nor bring another Chromebook home that is not assigned to me unless approved by CCTI's Technology Department or Administration.

\_\_\_\_\_/\_\_\_\_\_(Parent and student initial) I agree that I will be responsible for the repair or replacement cost to the Chromebook (or device issued) and its accessory equipment if it is not returned, or if it is damaged/defaced.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

**(PLEASE Print Student Name, Tech Area and Graduation Year on Page 2)**

Student Name: \_\_\_\_\_ CCTI Student ID#: \_\_\_\_\_

Tech Area: \_\_\_\_\_ Graduation Year Expected: \_\_\_\_\_

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**BELOW IS FOR TECHNOLOGY DEPARTMENT USE ONLY:**

Chromebook # Assigned: \_\_\_\_\_ Date Issued: \_\_\_\_\_

*Accessories Received:*

- Charging Block and Power Cable       Case/Sleeve       Mouse       Other: \_\_\_\_\_
- 

**CHROMEBOOK DAMAGES:**

1<sup>st</sup> Offense – Date: \_\_\_\_\_ Notes: \_\_\_\_\_

Tech Staff Initial: \_\_\_\_\_

Payment for damages received – Date: \_\_\_\_\_  Cash     Check: # \_\_\_\_\_

2<sup>nd</sup> Offense – Date: \_\_\_\_\_ Notes: \_\_\_\_\_

Tech Staff Initial: \_\_\_\_\_

Payment for damages received – Date: \_\_\_\_\_  Cash     Check: # \_\_\_\_\_

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REISSUED CHROMEBOOK # Assigned: \_\_\_\_\_ Date Issued: \_\_\_\_\_

Notes: \_\_\_\_\_

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*Student signature acknowledging receipt and responsibility of reissued Chromebook:*

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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**TECHNOLOGY RETURNED:**

DATE: \_\_\_\_\_

- Chromebook: # \_\_\_\_\_       Case/Sleeve       Other: \_\_\_\_\_  
 Charging Block       Mouse (\*if issued)      \_\_\_\_\_  
 Power Cable      \_\_\_\_\_

Damages:  Yes  No    Items Missing:  Yes     No

Notes: \_\_\_\_\_

Tech Staff Initial: \_\_\_\_\_

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