

PARENTS/GUARDIANS MUST COMPLETE ALL * SECTIONS



Student Support Computer Device/Equipment Check Out Agreement Form B

(Please Print)

*Student Name _____ School **NORVIEW MIDDLE SCHOOL**

*Parent/Guardian Name _____ *Email _____

*Address _____ * Phone Number _____

*Student Grade _____ *Teacher (English) _____ Student User ID _____

NPS Inventory Tag Number _____

This agreement must be completed and signed by the parent/guardian of the student who checks out any NPS computer device/equipment.

- The computer device/equipment is to be used for school related activities.
- The use of the computer device/equipment, including websites and documents, may be monitored.
- The computer device/equipment checked out to me must be returned in the same condition in which it was loaned without decorations, writing or changes.
- I am financially responsible for any damage, theft or loss to the computer device/equipment checked out.
- I understand that any computer device/equipment that NPS has checked out is the property of Norfolk Public Schools and is subject to the terms of this agreement. My signature indicates that I agree to all of the terms listed above and those that are in the NPS Student Handbook and the Acceptable Use Procedure (AUP) for Computer Systems.

I understand and agree to the above requirements for the use of the electronic device/equipment checked out to me by Norfolk Public Schools.

_____ *(Parent/Guardian Signature and Date)

_____ * (Student Signature and Date)

NPS Authorizing Staff Use Only

1. Check Out Location **NORVIEW MIDDLE SCHOOL**

2. Type/Name of Checked Out Computer Device **CHROMEBOOK**

Computer Device Serial Number _____

List Accessories (Charger, Cable, Case, etc.) _____

NPS Inventory Tag Number (If Available) _____

Destiny Barcode Number (If Available) _____

3. Type/Name of Checked Out Connection Device (If Applicable) _____

Checked Out Connection Device Serial Number _____

NPS Inventory Tag Number (If Available) _____

Destiny Barcode Number (If Available) _____

*Note - NPS staff must check for all included parts when checking out and checking in equipment.

All parts are present on check out _____. All parts are present on return _____.
(NPS Staff Initial) (NPS Staff Initial)

Check Out Staff (Print Name) _____ Check Out Staff Signature/Date _____

Check In Staff (Print Name) _____ Check In Staff Signature/Date _____