STUDENT NAME\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Laptop Program and Acceptable Use Agreement**

I understand that the laptop assigned to me is the property of The Buffalo Seminary and is loaned to me for my personal use. I am responsible for it at all times. I will not loan my computer to anyone. It must be returned to SEM if the school requests it. The computer has software already installed. The license for all software is the property of the school. When the computer is returned to SEM, it will be in the same condition (except for normal wear) as when I received it.

In the event that the laptop is lost or stolen, and has not been recovered after 60 days, I agree to pay the school the replacement value of that model.

I will take care of the physical components of the laptop. If the laptop is physically damaged through negligence or abuse, I agree to pay for it as per the information in the handbook.

I understand that I may install personal software and files on this computer; however, if the computer becomes unstable, it will be re‐imaged which will clear out all added software and files stored on the C drive and restore the laptop to its original configuration. (In other words: back up your own files and keep copies and records of all software that you install yourself.) If the laptop is not functioning properly I will contact the Technology Office.

I have read and understand the Internet Acceptable Use Policy and Guidelines.

I understand that the Honor Code and SEM Internet Acceptable Use Policy fully apply to my use of the laptop. Any misuse of the computer or any technology at SEM will be referred to the Dean of Students for disciplinary action.

Student signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ date \_\_\_\_\_\_\_\_\_\_

By signing this document, parents are agreeing that they have read and understand the rules above and are also giving permission for their daughters to have access to the Internet while at SEM.

Parent signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ date \_\_\_\_\_\_\_\_\_\_