



The Durham School has computer equipment for students to check out, free of charge, for up to one semester at a time\*. Laptops are due by the date specified on the agreement form. If the laptop is turned in late, a \$25/day late fee will apply.

\*Laptops may be checked-out for longer periods, but a new agreement must be signed and approved each semester to avoid any late fees.

**Eligibility:**

- Must be a current student enrolled in classes throughout the duration of the loan period
- Must be enrolled in a Durham School program
- Must not have access to a working computer or laptop at home
- Must possess a current and valid NCard, MavCARD, or driver's license
- Must be at least 18 years of age; otherwise a parent must consent

**Policies:**

- The user is responsible for the full replacement value of any equipment that is stolen, damaged, or lost during the loan
- The user may not checkout equipment for any other user, regardless of their student status.
- If not returned by the due date as described in the Durham School Laptop Check-Out Agreement, a \$25/day late fee will be applied to the user's student account until the equipment is returned or the fees reach the full cost of replacement, registration may be placed on hold, and/or law enforcement may be contacted
- Repeated incidents of damage or policy violations, including late returns, may result in the revocation of checkout privileges

## Durham School Laptop Check-Out Agreement

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

NUID: \_\_\_\_\_ Semester (Fall/Spring/Summer): \_\_\_\_\_ Year: \_\_\_\_\_

The Durham School has computer equipment for students to check out, free of charge, for up to one semester at a time\*. Laptops are due by the date specified below. If the laptop is turned in late, a \$25/day late fee will apply.

**Laptop return due date:** \_\_\_\_\_

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### Eligibility:

- Must be a current student enrolled in classes throughout the duration of the loan period
- Must be enrolled in a Durham School program
- Must not have access to a working computer or laptop at home
- Must possess a current and valid NCard, MavCARD, or driver's license
- Must be at least 18 years of age; otherwise a parent must consent

### Laptop Kit Components:

- One notebook computer, one AC adapter power cable, one nylon carrying case

### Conditions:

- Use in violation of copyright law is not permitted
- Use the laptop kit in a manner consistent with the UNL Computer Use Policies <https://www.unl.edu/ucomm/compuse/>
- Save data to a USB flash drive or some other external storage (data on the hard disk will be deleted following a system restart)
- Installing any additional software is not permitted
- Immediately notify Melissa Hoffman at [melissa.hoffman@unl.edu](mailto:melissa.hoffman@unl.edu) if any component of the laptop kit is damaged, lost, or malfunctioning
- Borrower will pay for the cost of repair or replacement of the laptop or any component(s) of the laptop kit if lost, stolen, or damaged
- If not returned by the due date as described in the Durham School Laptop Check-Out Agreement, a \$25/day late fee will be applied to the user's student account until the equipment is returned or the fees reach the full cost of replacement, registration may be placed on hold, and/or law enforcement maybe contacted
- Borrower must return the lap top and all components of the laptop kit, undamaged and on time, according to the Durham School Laptop Check-Out Agreement

Signature of Borrower: \_\_\_\_\_ Date: \_\_\_\_\_