

## COMPUTER USE AGREEMENT

### AGREEMENT HOLDERS:

This Computer Use Agreement is entered between Cincinnati Christian Schools, Inc. of 7474 Morris Road, Fairfield, OH 45011 (hereinafter, 'CCS', 'School') and \_\_\_\_\_, (hereinafter, 'Parent') on behalf of his/her son or daughter, \_\_\_\_\_, who is a student (hereinafter, 'Student') enrolled at CCS.

### PURPOSE:

This document is intended to provide a clear understanding of the duties and responsibilities of all parties engaged in the digital conversion initiative of Cincinnati Christian Schools wherein each student is assigned an individual laptop computer as a supplement to his or her educational program. The success of this program is contingent upon the full cooperation and collaboration of school officials, students, and parents.

### TERMS OF AGREEMENT:

The term of this Agreement shall commence on the Effective Date and shall continue for the duration of the Student's enrollment in the 2017-2018 academic year.

### FINANCIAL RESPONSIBILITY & PAYMENTS:

The Parent named above is responsible for the payment of a Digital Conversion Fee of \$420.00 per student. This fee is assessed as a program participation and equipment usage fee and in no way constitutes a lease agreement between CCS and Parent. Parent may elect to pay either as a part of their current tuition agreement with FACTS, in one lump sum, or semi-annually in conjunction with tuition payments.

### EQUIPMENT:

The equipment governed hereunder consists of one 11" Apple MacBook Air laptop (hereinafter, 'Laptop'); all appropriate power adapters and chargers; the Licensed Software, and always-on case, and any additional adapters provided (collectively hereafter, 'Equipment').

### INSTALLATION AND USE OFF-CAMPUS:

Parent shall be responsible, at Parent's expense, for any home networking or connectivity adjustments necessary in making Laptop compatible with home equipment or networking configurations. Limited support is available from CCS in troubleshooting connectivity issues off-campus.

### LICENSED SOFTWARE:

At the discretion of CCS, certain Licensed Software shall be preinstalled on the Laptop. Parent and Student are authorized to use the Licensed Software only on the Laptop delivered pursuant to this Agreement. Parent and Student shall not allow or cause a copy of any Licensed Software to be installed on any device other than the Laptop. No title to or ownership of the Licensed Software or any part thereof is transferred to Parent or Student.

### TITLE AND OWNERSHIP:

All Equipment listed herein is and shall remain the property of CCS and Parent has no property interest whatsoever therein. The School shall affix tags to the Equipment indicating CCS' ownership and neither Parent nor Student shall permit their removal. The school administration has free access to the equipment at all reasonable times for the purpose of inspection and for any other purpose contemplated in this Agreement.

### MAINTENANCE AND REPAIRS

The School does not provide AppleCare warranty on Equipment. However, CCS covers repairs that would ordinarily be covered under the most recent terms of such warranty at the time of the damage. In the event that the Equipment requires repair, Student or Parent shall bring the Equipment to the School for repair. The School, in its sole discretion, shall either repair the Equipment or contact a contracted vendor under the terms of the maintenance agreement between the School and said vendor. Parent is responsible for any expenses incurred in maintaining and/or repairing the Equipment; to the extent that such maintenance and/or repairs would not ordinarily be covered by the terms of AppleCare warranty.

### RESPONSIBILITY TO INSURE:

Parent is responsible for any damages to the Equipment that are not covered by warranty. Accidental damage, theft or loss of computer, any type of liquid damage, and cracked screens are examples of repairs that are not covered. Parent will be responsible for the lesser of a \$500 deductible or the cost incurred for each repair not covered. The School recommends that Parent add the equipment as a listed item in their homeowner's or renter's policy.

#### **CINCINNATI CHRISTIAN SCHOOLS' RESPONSIBILITIES:**

In accordance with the conditions herein, Cincinnati Christian Schools will provide the specified equipment and support listed. Specifically, CCS shall provide the following to each eligible student in grades 5-12:

- Access to a MacBook Air laptop computer and always-on protective case.
- Insurance for the Laptop less the \$500 deductible for loss or accidental damage, which will be Parent's responsibility.
- Help Desk support during days when school is in session.
- Repair of the Equipment under its normal warranty and incidents of accidental damage.
- All software required by the school for classroom success.
- Internet filter for safer/restrictive web browsing.

#### **PARENT RESPONSIBILITIES:**

Your son/daughter has been issued a laptop computer to enhance and personalize his/her education this school year. It is essential that the following guidelines be followed to ensure the safe, efficient, and ethical operation of this computer. As the responsible parent of my son/daughter,

- I will supervise my child's use of the Laptop at home.
- I will discuss our family's values and expectations regarding the safe use of the Internet and email at home and will supervise my child's use of the Internet and online social media.
- I will not attempt to repair the Equipment, nor attempt to clean it with anything other than a product specifically designed for such purposes.
- I will report to the school Help Desk any problems with the equipment.
- I will not download to or delete any software from any school owned device.
- I agree to make sure that the Equipment is returned to Cincinnati Christian Schools when requested and upon my child's withdrawal from the school.
- I understand that during the summer months, my child's Laptop will be refreshed and all stored information may be erased on the hard drive. CCS will not be responsible for any lost data files or downloaded music.

#### **STUDENT RESPONSIBILITIES:**

Your Laptop is an important learning tool and is for educational purposes only. In order to take your MacBook home with you each day, you must be willing to accept and abide by the following responsibilities:

- It is the student's responsibility to regularly (daily) backup his/her files onto a removable device or another backup solution. It is the student's responsibility to provide the storage device for their backups or utilize the Google Drive account provided by the School. CCS will not be responsible for the loss of Student's data in any circumstances.
- The Student acknowledges and agrees to the terms hereof, the Student acknowledges the Student's responsibility to protect and safeguard the school's property and to return the same in good condition and repair upon request by Cincinnati Christian Schools.

**STUDENT COMMITMENT:**

While enrolled at Cincinnati Christian Schools, when using the Laptop at home, at school, and anywhere else I may take it, I will follow the policies of Cincinnati Christian Schools' *Required Use of Technology and Internet Safety Policy* and abide by all local, state, and federal laws pertaining thereto.

I also understand that liquids, theft, and dropping the Laptop are some of the greatest detriments to keeping my Laptop in good operating condition and free from additional costly repairs that will add additional cost for my parents.

As a student at Cincinnati Christian Schools:

- I will take care of the Laptop by not dropping it, getting it wet, leaving it outdoors, leaving it in a car or vehicle unattended, or using it with food, drink, pets or small children nearby.
- I will not lend the Laptop to anyone, especially my friends and siblings; it will stay in my possession at all times.
- I will not load any software onto the Laptop.
- I will not remove programs or files from the Laptop.
- I will bring my Laptop to school every day with a fully charged battery.
- I will keep all passwords assigned to me secure, and will not share these with any other students.
- I will not attempt to repair the Equipment.
- I will return the Equipment when requested and upon my withdrawal from CCS.
- I will store my Laptop in its protective always-on case at all times and transport the computer in a closed position.
- I understand that I will lose privileges and possible use of the Laptop if I do not follow the rules and policies at Cincinnati Christian Schools.
- I understand that administration will monitor my use of the Laptop while I am on school property and that misuse of the Laptop while at school will cause my MacBook to be taken away from me for a specific period of time.
- I understand that during the summer months, my laptop's hard drive will be erased and refreshed.
- All important data and music will be my responsibility to back up somewhere else.