

Writing With Video - Notebook Computer Loan Agreement – Spring 2009

As part of the pilot program to develop the Writing With Video course, the University of Illinois is loaning notebook computers for a single semester to students enrolled in the course. Computers are provided to students currently enrolled and actively participating in the Writing With Video course at the discretion of the course instructors and administrators.

Inventory Information

Apple MacBook, 2.16GHz Intel Core 2 Duo, 120GB HD, 1GB RAM

University of Illinois Property Control Number: _____

**COMPUTERS MUST BE RETURNED TO THE LOCATION FROM WHICH THEY WERE ISSUED BY:
FRIDAY, MAY 15, 2009, 4:00 PM. NO EXCEPTIONS.**

Policies

By accepting the computer and signing below, I agree to the following terms of the *Responsibility Agreement and Assumption of Financial Risk*.

- I understand that the University of Illinois carries no insurance on resources and that **I am financially responsible for all loss or damage** to loaned resources.
- I agree that, should I drop this course, I will return the laptop to the location from which it was issued within 72 hours.
- I understand that if I miss three or more consecutive class meetings, or more than five class meetings cumulatively, that my instructor will initiate an immediate laptop recall due to irregular attendance.
- I agree that I will use each item properly and only in the manner for which it was designed.
- I agree to keep and use borrowed resources in a safe manner and I am completely responsible for them at all times.
- I understand each resource remains the property of the University of Illinois and agree that these resources will only be used for educational pursuits or class assignments and for no other purpose.
- I agree to return each resource in the same good condition it was received and by the specified time and due date listed and understand I can be charged when items are returned late or incomplete.
- I agree that resources not returned by the due date will be considered lost and I will be charged for the full replacement value of resources not returned.
- I will indemnify and hold the University of Illinois and employees blameless from any and all claims arising out my use or possession of resources loaned to me.
- I agree that use of this computer is bound by the Information Technology Policies located at: <http://www.cio.uiuc.edu/policies.html>
- I understand that any data stored on the computer should not be considered private, and that it may be viewed by support staff in efforts to correct problems.
- I understand that it may be necessary to destroy all of the data stored on the hard drive of the computer in order to restore it to original functional condition.
- I am personally responsible for backing up my critical data.
- All other University policies, and local, state, and federal laws apply.

Fees, Fines and Charges

- charge to repair damaged equipment: will vary according to cost of repair
- lost or stolen laptop: \$1,200 charge
- laptop recall initiated by irregular attendance: \$50 processing fee
- laptops returned after Friday, May 15, 2009: \$100 late fine
- laptops not returned by Friday, May 29, 2009: \$1,200 charge

Student Information

Name (last, first): _____ , _____

NetID: _____ UIN: _____

Signature: _____

RETURN DEADLINE: FRIDAY, MAY 15, 2009, 4:00 PM.