



# Hutto Form

## **Loaner Computers @ Temple College** **Student Use Agreement, MUST Be Renewed Every Semester**

By signing this agreement, I understand:

- The **computers remain the property of Temple College** and must be returned to the College in essentially the same condition as when signed for.
- The system is being provided primarily for student school work and will not be used in any manner which would be illegal, unethical, immoral, or reflect badly on the College or myself.
- I will **not open the case** or modify the hardware. I understand that I should use a surge protector to help protect the equipment.
- The College will be responsible for the maintenance of the system hardware and will perform any needed repairs at the College. If repairs are required I will bring the system into the College, where it will be repaired or exchanged.
- I am responsible for maintaining and backing up all user data on the system. Any loss of data is strictly my responsibility. The College will not be held responsible for any loss of data, time, or any other expense or inconvenience associated with the loss of data from this machine.
- I will maintain the provided anti-virus software program and ensure the definitions are kept up-to-date. **(Do not add any other Anti-virus program.)**

***- I understand that if I do not return the machine in acceptable condition or by the agreed date, The College will put an Administrative hold on my college records immediately, which will remain until the Computer Information Systems (CIS) Department receives the computer. Additionally, failure to return the computer may result in at least a \$200. replacement charge. If a flat panel monitor is issued with the system an additional \$50.00 will be added.***

Printed Student Name \_\_\_\_\_

Student Signature \_\_\_\_\_

Student Number \_\_\_\_\_ Phone Number \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Email address \_\_\_\_\_

**RETURN / RENEW DATE** \_\_\_\_\_ Todays date \_\_\_\_\_

CIS Department Rep \_\_\_\_\_ Monitor Type \_\_\_\_\_

Serial Number \_\_\_\_\_ System Unit Number \_\_\_\_\_

Hold Placed date \_\_\_\_\_ \$5.00 Rental Receipt # \_\_\_\_\_

**EWCHEC Representative (must be signed)** \_\_\_\_\_

***If you have any loaner computer problems contact the Loaner Computer Office in Watson Technical Center room 549 1-254-298-8467 or cathy.coe@templejc.edu***