

LAPTOP LOAN USE POLICY

For inquiries, email Geoffrey.Whitebread@gallaudet.edu.

Qualifying for a loan:

To receive a laptop, you must be an Honors student who is **actively** involved in the Honors Program and courses. You must also have a semester and cumulative G.P.A. of 3.2 or above; or be in your first semester of your freshman year. Additionally, you must not have a working computer of your own.

Length of loan:

You may either receive a long term loan or a short term loan. The long term loan is geared for students who do not currently have the resources to acquire their own computer. These computers are loaned to students for one half to one full academic year. These loans may be renewed annually depending on demand. If demand exceeds supply, laptops will be rotated for fair distribution.

You may also receive a short term loan. This loan is geared for students who need a laptop for school-related travel, to replace a damaged computer in repair, and/or if a lost or stolen computer. This loan lasts between the length of the out of town travel up to two months.

Liability:

By agreeing to receive an Honors loan computer, you agree that the laptop will remain in your possession at all times (either with you or where you are staying). The laptop will be in your care, custody, and control at all times. You also agree that you will not loan out the computer to anyone without the express permission of the Honors Program.

Furthermore, you agree to abide by the University Computer (IT) Policy on the loaner at all times. This laptop is University property, and subject to the policies of the University.

By accepting the laptop loan, students are accepting responsibility for any damage to the computer that you caused or could have controlled. To protect yourself, and University property, students are required to purchase Gallaudet's property insurance as a prerequisite to acquiring the laptop. This is a \$50 dollar premium, with a \$25 deductible. It covers damage up to \$2,000. Further information may be obtained at www.nssinc.com or from brochures available in Carl Pramuk's office (Office of the Dean of Student Affairs).