



MET Chromebook Use Contract Policy & Terms and Conditions of Use

I, _____, the student, agree to the following rules for using my assigned chromebook, during this _____ **School Year**, that will be checked out to me by the Muslim Educational Trust/Oregon Islamic Academy:

- 1) Use of my assigned chromebook and internet is a privilege, not a right. If I abuse that privilege, I expect to lose it.
- 2) I will follow all teacher directions and established procedures when using the chromebook. This includes carrying it properly and not eating/drinking when using the device. Also, using it indoors and out of the rain, and keeping it secure in my possession at all times at home.
- 3) I will use my assigned chromebook and internet for the purpose of education and for working on approved school assignments/projects. I understand that using the chromebook for personal use is not permitted.
- 4) I will only use applications, software and programs required to complete assignments/projects and only those that have been approved by the MET Office. Failure to stay “on task” may result in loss of privileges and/or further disciplinary actions.
- 5) I will not download any applications nor play video games on the chromebook.
- 6) I will use the chromebook and internet politely. I will handle all equipment with care and will not attempt to damage any software or hardware.
- 7) I will not bring the chromebook to school unless required to do so by my teacher. Per the school electronics policy, if I bring it to school, I will check it in with the office then check it out at the end of the day.
- 8) I will not hide things that I am doing on the chromebook from school staff members.
- 9) If I have a technical problem with the chromebook or the internet, I will inform a staff member and ask for help immediately.
- 10) I will only use the chromebook for appropriate activities, assignments and projects. If I see or hear of other students using chromebooks or other devices for inappropriate things, I will let a staff member know immediately.
- 11) I agree to take the chromebook home, charge it overnight, and bring it to school EVERY MORNING. I will only use it in class or recess ONLY when directed to do so by a teacher. I will comply with the teacher’s request to use it or put it away AT ALL TIMES. I will lose my privileges otherwise.

12) I will not participate in any unacceptable use of the school network/chromebook/other devices.

Unacceptable use of the network at school or at home means using the chromebook, the internet or other school devices to:

- a. Promote any illegal activity or to participate in illegal activity.
- b. Bully, harass or stalk others.
- c. Commit copyright violations, such as the illegal copying of music files, movies, pictures or software. Includes copying and pasting copyrighted material into class assignments.
- d. Transmit obscene, hateful or threatening communications.
- e. Communicate or publish inaccurate, defamatory or racially offensive materials.
- f. Invade someone else's private computer files or read their email.
- g. Impersonate others online.
- h. Play electronic games unless authorized by a teacher.
- i. Download, install, or modify software without teacher permission or approval.
- j. Knowingly upload or download any virus.
- k. Attempt to by-pass any school imposed restrictions on the computer equipment or access to the school network. For example, trying to figure out a password of another computer user or trespassing in/vandalizing another's files or work.
- l. Transmit via email any unsolicited advertising, promotional materials, "junk mail", "spam", "chain letters", "pyramid schemes", or any other form of email solicitation.
- m. Attack other people's computers, internet connections, websites, or damage or deface anyone else's website.

12) I understand that my parents could be held financially liable for any damage I cause to the chromebook at school.

Furthermore, I will abide by the following school policy excerpt from the OIA Student Code of Conduct as pertains to technology use:

Internet Use Policy & Guidelines:

Internet use at OIA is a privilege and a responsibility; not a right. Parental control is in place to restrict access to websites with inappropriate content. Students are expected to abide by the following guidelines at all times when using the Internet. Failure to do so will result in immediate suspension from using the Internet and loaned out chromebook:

- Be polite; do not write, post, or send abusive messages; refrain from cyber-bullying
- Use appropriate language. Do not swear, use vulgarities, or any other inappropriate language
- Refrain from using social media or gaming

- Refrain from plagiarism and copying the work of other
- Honor and protect the privacy of yourself and others
- Do not vandalize the data of others
- Do not attempt to gain unauthorized access to information, resources, or entities
- Do not use an account owned by another user
- Do not forward personal communications without the author's consent
- Do not post anonymous messages
- Do not use the network to access or distribute unacceptable materials
- Report any defects in the system to the system administrator promptly
- Do not degrade or disrupt equipment or system performance

Computer Software Code of Ethics:

All students shall use software only in accordance with its license agreement as follows:

- All software is to be used in accordance with its license agreements.
- No student, faculty, or staff member will make any unauthorized copies of any software under any circumstances.
- MET will not tolerate the use of any unauthorized copies of software.

Any violation of the School Policy and the above Terms and Conditions of Use will result in student discipline and suspension of chromebook use privileges in accordance with the OIA Parent Handbook. By signing below, both student and parent agree to abide by the school policy outlined in this document, and agree to return the chromebook to the school in the same condition in which it was checked out on or before the last day of the school year.

Parent Statement:

I understand that my child and I are responsible for returning the chromebook to MET in good condition by the last day of school. I also understand that I will be financially liable for loss or damage of the chromebook and/or its late return past its due date.

I agree to pay the Chromebook Annual Use Fee of \$100.00 (due to the office as soon as possible), and agree to pay \$250.00 in the event that the chromebook is damaged and/or needs to be replaced for any reason.

Student Name (please print): _____ Student Signature: _____ Date: _____

Parent Name (please print): _____ Parent Signature: _____ Date: _____

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