



The Technology Academy
at West High School
COMPUTER LAB AGREEMENT

CLASS: _____ PERIOD: _____

I, _____, agree to use the computer lab responsibly and to follow all rules that apply. I understand that intentionally breaking the rules will result in the disciplinary actions outlined below.

BASIC COMPUTER LAB RULES:

1. NO food or drink in the computer lab.
2. NO inappropriate internet sites. This includes, but is not limited to, internet game sites, chat rooms, social networking sites, streaming audio or video, or any other site deemed inappropriate by the instructor.
3. NO downloading or installation of programs without the permission of the instructor.
4. NO downloading or copying of music, videos, or other copyrighted materials.
5. NO electronic devices (including cell phones and MP3 players)
6. DO NOT change computer settings (including desktop wallpaper).
7. Notify the instructor immediately if you are having a problem with your computer.

PERIPHERAL EQUIPMENT

1. Students are responsible for the safekeeping and return of any peripheral equipment used in class.
2. Students will be required to complete an Equipment Use Agreement when checking out equipment.
3. Students will be responsible for the cost of repair or replacement of any peripheral equipment which is damaged or lost.

E-MAIL

Students will have an e-mail account for use with the class ONLY. This is not a private e-mail and there is no expectation of privacy associated with it.

Violation of the rules will result in a student-teacher conference. Repeated violation will result in a parent contact, parent-student-teacher conference, disciplinary referral, suspension of computer privileges, and/or removal from the class.

If a student intentionally damages a computer, a minimum charge of \$50 will be presented to the student to fix the computer. If the damage exceeds \$50, the cost will be charged to the student.

Student Signature

Parent/Guardian Signature

Date

Date

Students will **NOT** be allowed to use computers in the lab until this agreement is signed and returned.