

**Student Disability Resource Center**

Campus Box 123

Milledgeville, GA 31061-0490

Phone 478- 445-5931

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disability@gcsu.edu

**Laptop Terms & Conditions**

We are excited to be able to provide you with a laptop as a tool to assist you during the course of the semester.

There are a few details you need to know:

* Make your professor aware of the equipment we have provided for you. We will give you an Instructor Agreement that you can give to your professor. Please have them sign it and please return it to us.

*Unless the professor allows it with written consent, you must not make any audio recordings using the laptop.*

* The laptop is only to be used as a part of your class. Inappropriate use is strongly discouraged.
* Any data obtained through use of the laptop should only be used for educational purposes associated with your accommodations with the Student Disability Resource Center. Data should not be uploaded inappropriately, or made public.
* The equipment is sensitive, and we expect you to care of it. We also expect that it will be returned to the Library in good condition.
* The laptop and any accessories can be checked out from the Library at the beginning of each semester and must be checked back in at the end of each semester. These items are and remain the property of Georgia College.

We are excited that you are joining us this semester and look forward to working with you.

If you have any questions, please don’t hesitate to contact us:

David Anderson

Director

Student Disability Resource Center

david.anderson1@gcsu.edu

**Laptop Agreement**

I have read, understand and agree to the terms and conditions stated above.

Student Signature: Phone

Print Name: Date: Semester \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

GCID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_