

Danville Area Community College
TELP: Technology Equipment Loan Program
Student Contract

I, _____, SID: _____ Ph: _____

on Date: _____ request approval to borrow Technology Equipment:

Laptop: _____(R) Laptop Backpack _____(R) Mobile/WiFi Hot Spot: _____(R)

WebCam: _____(R) Headphones: _____(NR) Flash Drive: _____(NR)

**** R = Must be Returned NR = No need to Return**

For the Semester: _____

I agree to the guidelines and fees set by the Technology Equipment Loan Program (TELP) as stated below:

TECHNOLOGY EQUIPMENT CONDITION GUIDELINES:

Your assigned DACC Technology Equipment must be returned at the end of the semester in good condition. By good condition, your tech equipment must:

1. No noticeable scratches/impressions
2. No cracks/missing buttons/frayed wiring
3. All accessories and capabilities must be functional

IF YOU DO NOT RETURN DACC TECHNOLOGY EQUIPMENT

If the assigned returnable equipment is lost, damaged, or stolen during the semester or returned in poor condition according to the TELP Condition guidelines, your DACC account will be charged **the replacement cost** for each item and you will not be eligible to borrow any additional equipment from the Technology Equipment Loan Program.

Once you receive approval, you must schedule a Pick Up appointment with the Kathy Hantz, DACC Librarian, at 217-443-8733. A photo ID is required when you formally sign the contract.

By signing this contract, I acknowledge and agree to the terms set by the Technology Equipment Loan Program in order to borrow equipment.

Student Signature: _____ Date: _____

For Office Use:

Approved: _____ Date: _____

Student Services Representative

Save a copy of the completed Form and email it to cboyd@dacc.edu