

Assistive Technology Resource Center Loan Use Agreement

If the student needs to use the Augmentative and Alternative Communication (AAC)/Assistive Technology (AT) equipment at home, a parent/guardian must sign below.

Student's Name: _____ Student's School ID: _____

Student's School: _____ Student's Classroom ID: _____

Equipment	Serial No.	Date Issued
1.		
2.		
3.		
4.		
5.		

Home Use Agreement for Augmentative and Alternative Communication/Assistive Technology

A parent/guardian must initial in each box below to acknowledge agreement with the following guidelines.

Parent/Guardian Initials	Guidelines
	I will not modify or disable the device in any way unless instructed by Assistive Technology Resource Center (ATRC) Staff (i.e. software updates must be pre-approved).
	I will use all ATRC-provided cases and bags to protect the device.
	If the device has a camera function, I will not take inappropriate pictures or use the Internet inappropriately as defined by the Student Acceptable Use Policy and the Student Code of Conduct .
	I will report any technical issues to the teacher and/or the ATRC as soon as possible.
	I will not combine personally owned media and school owned media on this device as this would be a copyright violation.
	I will not illegally download any digital media or apps to the device.
	I understand that access is designed for educational purposes only. Accordingly, I understand that if the student violates any End-User Agreements regarding this device, their privileges may be temporarily or permanently suspended.
	I understand that a violation of any of these terms may be cause for the removal of device privileges (either temporary or long-term).

I acknowledge that the equipment listed above is to only be used by my child for educational access and/or communication in accordance with their Individualized Education Program while my child is attending CPS. I understand that the equipment is the property of [Illinois Instructional Materials Center \(IIMC\)](#)/CPS Office for Students with Disabilities and I accept responsibility for its appropriate use while it is in my home. I understand that I may be responsible for broken, lost, or stolen equipment, and agree to immediately report any of these circumstances to the school.

Parent/Guardian Signature: _____ Date: _____