



Nebraska Indian Community College
 Macy, Santee and South Sioux City, Nebraska
 (402) 494-2311

Student Name: _____	NICC Student ID #: _____
Address: _____	E-Mail Address: _____
City, State: _____	Phone #: _____
Required Documents: () Copy of NICC Student ID or () Copy of State Driver's License/ID	

I understand the equipment (hardware and software) listed below is the property of Nebraska Indian Community College and is available for my use only when checked out. By signing this Laptop Loan Agreement, I am responsible for any damage or loss incurred to the equipment while in my possession. Any damage to the equipment will be assessed upon the date the equipment is returned. If the equipment is lost/not returned or stolen, I will be charged for the full replacement value of the item(s). The total cost for violating these terms will be deducted from any financial aid credit balance that may exist on my account or a charge for the full amount will be placed on my student bill. I understand that NICC Staff may contact law enforcement officials to assist in acquiring the laptop if it is not returned by the time as agreed.

Furthermore, I understand that:

1. I will abide by the rules set forth in the Technology Use Policy listed in the College Catalog.
2. Although this laptop has Wi-Fi capabilities, I can only access the internet where Wi-Fi is available.
3. I will save my files to an external source (USB flash drive, CD, cloud, etc.) because any files saved on the computer will be deleted from the machine and will be irretrievable.
4. That only authorized NICC owned software will be used on College-owned PC's. This will ensure that only valid, licensed software is installed, and will minimize the proliferation of computer viruses.
5. I am solely responsible for the laptop. I agree to return the laptop IN PERSON by this date _____
6. I may check out the laptop for one week at a time.
7. That only one laptop may be checked out per person.
8. If the laptop is returned late. I cannot check out any laptop for the remainder of the current semester.
9. If the laptop has new programs installed while checked out to me. I cannot check out any laptop for remainder of the current semester.

Student Signature: _____ Initial return condition and date: _____

Check-out Date: _____ Return Date: _____

Individual Issuing Laptop: _____ Condition at Check-out: _____

Individual Accepting Return: _____ Condition upon return: _____

Qty	Item	Replacement Cost	System Name and Serial #	√ Check out	√ Check in
1	HP/Compaq Laptop (Includes Windows 7, Office 2010 Professional, Adobe Reader, Adapter/Power Cord and a Mouse)	\$350	_____		
1	Laptop Case	\$50			
Total		\$400			