



## 5028.1 Laptop: Software and Electronic Media Loan Program Policy

**Effective Date: April 14, 2023**

**Approved by: Board of Directors**

### **Policy:**

Registered students in good standing at JCS, Inc. (JCS) may check out, if equipment is available and criteria for the Laptop Loaner Program is met, a loaner laptop for the duration of the class requiring the equipment or the end of the semester, whichever comes first.

Prior to requesting a laptop computer, the student and parent/guardian must sign the Laptop Loaner Program Request which outlines the program and the appropriate usage of the equipment. Implicit with signing and submitting the request is the agreement to abide by all JCS policies and regulations for the use of equipment including the Laptop Loaner Program Guidelines, Software and Electronic Media Loan Agreement, if applicable, and JCS's Internet Acceptable Use Policy. Submitting a Laptop Loaner Program Request does not guarantee acceptance into the program.

The Board recognizes that JCS has a limited supply of computers available to the Laptop Loaner Program and has established that the existence of the program in no way implies that laptops will be available to all interested participants.

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Original Policy 06/09/06

Revised Policy 09/10/09

Revised Policy 06/05/2020

Revised Policy 4/14/2023

[Link to 5028.2 Laptop: Software and Electronic Media Loan Program Administrative Regulations](#)

[Link to 5028.3 Laptop/Software and Electronic Media Loaner Program Guidelines and Request](#)