

All new full-time day students entering Wentworth Institute of Technology in the College of Architecture, Design and Construction Management (including the Master of Architecture program), the College of Arts and Sciences, and the College of Engineering and Technology will be provided a single laptop computer, associated peripherals, and licenses to use the software necessary to their coursework. The laptop remains the property of Wentworth until the student graduates. The laptop, but not all of the installed software, will become the student's when the student graduates from Wentworth Institute of Technology. While the student attends Wentworth, the student is responsible to safeguard the laptop, and to adhere to Wentworth's policies, and the terms of the Wentworth Institute of Technology Student Laptop Program User Agreement. If, at any time before graduation, the student leaves the Institute, regardless of the circumstances of the departure (such as withdrawal, leave of absence, or dismissal), the student will be responsible for returning the laptop and the peripherals to Wentworth.

As a condition of a student receiving a laptop the student must agree to the terms of, and sign the Student Laptop Program User Agreement.

Please read the Student Laptop Program User Agreement and acknowledge your acceptance of the terms and conditions of this agreement. If you are not 18 years old, a parent or guardian will need to sign this Agreement for you. If you have questions regarding the Agreement they should be addressed to Division of Technology Services (DTS) staff at the laptop distribution, or you may contact laptop@wit.edu.

**WENTWORTH INSTITUTE OF TECHNOLOGY
STUDENT LAPTOP PROGRAM USER AGREEMENT**

Fall 2019

The Wentworth Institute of Technology (Wentworth) Laptop Program provides students with the use of a laptop computer, and licenses to required software during a student's matriculation as a full-time enrolled student at Wentworth. The laptop computer, peripherals and software licenses will all collectively be referred to in this Agreement as the Computer System. By signing this agreement, I am acknowledging that I will abide by the terms and conditions of this Agreement, and will adhere to Wentworth Institute of Technology's Information Technology policies (<https://wit.edu/tech-services/policies>), including but not limited to the Responsible Use of Information Resources Policy (<https://wit.edu/tech-services/policies/responsible-use>).

I declare that I am a full-time student beginning at Wentworth Institute of Technology in the Fall of 2019. I understand that upon my enrollment I will be issued a Computer System to use during the term of my matriculation at Wentworth. As a condition of my receiving a Computer System as part of the Laptop Program, I hereby agree to participate in the Wentworth Laptop Program, and I hereby agree to the following terms and conditions:

- I understand and agree that this Agreement applies to the Computer System I am issued when I begin at Wentworth, as well as to any loaner and/or replacement Computer Systems provided to the me under the Laptop Program, as described herein.
- I understand and agree that I am responsible to safeguard the Computer System while it is in my possession.
- I understand and agree that the software programs installed on the Laptop are subject to licenses that apply to me and my coursework while in classes, and that I only have the right to use the Computer System in conformance with these licenses.
- I understand and agree that I must comply with the terms of the software license agreements for all software installed on the Computer System.
- I understand and agree that the Computer System will only be supported by Wentworth under the Laptop Program, while I am a full-time student enrolled at Wentworth and that the Computer System is not supported after my graduation.
- I understand that while some installed software may be allowed to remain on the laptop after my graduation, certain software that Wentworth holds licenses for must be removed.
- I understand and agree that it is my responsibility to come to Wentworth's DTS Tech Spot and have software removed from my laptop prior to my graduation.
- I agree that I will be responsible for purchasing software that I need after I graduate.
- I will not sublease, sell, or otherwise grant any individual or business any right or security interest to the Computer System.
- I also have read, understand and agree to adhere to the following policies and agree to the following conditions:

Wentworth Laptop Program Policies: I acknowledge my responsibility for the Computer System at all times during the course of my matriculation at Wentworth and therefore understand that I shall not allow any other person to have access to the Computer System in conflict with the terms of any software license terms. I will adhere to all of Wentworth's policies and procedures governing the use of this Computer System as defined in Wentworth Institute of Technology's Computer Use Policies that can be found at the following locations:

- wit.edu/laptop
- wit.edu/tech-services/policies
- wit.edu/sd.

By signing this document, I certify that I have read these policies and procedures.

Software Licenses: I understand that the software that I am provided access to through the Laptop Program and through other Wentworth resources, are subject to license agreements. I understand that I must comply with the software licensing rules of any software I load onto, or that is already loaded on to the Computer System.

Care and Safekeeping: I understand that I am responsible for the care and safekeeping of the Computer System provided to me at all times, both on and off campus and that I am responsible to Wentworth for any loss or damage, (Damage) to the Computer System, including anything that is not covered by the manufacturer's warranty. As long as the Computer System is covered under the Laptop Program, I am responsible for keeping the Computer System in good working condition, and if necessary, I am responsible to bring the Computer System to Wentworth's DTS Tech Spot for repairs.

Data Backup: I understand it is my responsibility to backup all data stored on the computer to a device/folder/location that is not physically part of the Computer System and that Wentworth has no obligation to recover lost data. Information on back-up procedures are on-line at <http://www.wit.edu/techspot>.

Loaner Laptop: If the Computer System becomes inoperable or damaged, and if Wentworth's DTS Tech Spot has one available, Wentworth's DTS Tech Spot will provide a loaner or replacement Computer System (Loaner.) I will be issued a Loaner only if I agree to comply with the Wentworth Laptop Program policies and procedures that may be in place when I am seeking a Loaner. I understand that Wentworth will not guarantee that the Loaner will be a new Computer System, or even the same Computer System as the one that I was issued when I first entered the Laptop Program. The Loaner will only be provided with the then current Wentworth image and the standard pre-loaded Wentworth software. Wentworth staff will not load unauthorized software on the loaner or replacement computer. I understand that a Loaner must be returned to Wentworth's DTS Tech Spot when the repair to the Computer System is complete.

Laptop Repairs: I acknowledge that I am responsible for the cost of any needed repairs not covered by warranty. On a one-time basis and subject to funding and availability, Wentworth may, at its sole discretion, replace a battery that is out of warranty. See www.wit.edu/laptop "Agreements & Policies" for details. Once my Computer System is repaired, Wentworth's DTS Tech Spot will notify me that my Computer System is ready to be picked up, and will add the charge for the repair to my Student Account. I agree to pay for the repair of the Computer System.

If I receive and fail to respond, or ignore notifications that my repaired Computer System is ready for pick up, the repaired Computer System will be wiped clean of all data and software, and will be used for general purposes by Wentworth. I have been informed that Wentworth's DTS Tech Spot will not hold a Computer System for more than 30 days after the first notification. If I have received a Loaner for the period of the repair, and the repaired Computer System is wiped clean, the Loaner will become the Computer System I am provided under the Laptop Program. Wentworth's DTS Tech Spot is not responsible for any lost programs, data or files resulting from my not picking up my Computer System when notified.

I understand that Wentworth's DTS Tech Spot will always be first option for repairs, and I will not permit other individuals or entities to repair the Computer System unless so directed by Wentworth's DTS Tech Spot. If Wentworth's DTS Tech Spot needs to keep the Computer System for an extended period, I may be eligible for a Loaner as provided for herein.

In the event that I do bring my Wentworth issued Computer System to be repaired anywhere other than Wentworth's DTS Tech Spot, I understand that I am responsible for all costs incurred, and for any invalidation of the warranty/warranties that may result. I also understand that Wentworth is not obligated to provide me with a Loaner and has no obligation to support me in any manner if I have my Computer System repaired elsewhere.

If my Computer System is damaged beyond repair as a result of my actions, or failure to safeguard the Computer System, I agree that I will be responsible for the full replacement cost, less any amount that may be covered under warranty.

Theft or Loss: I understand that I am responsible for securing my laptop at all times, both on and off campus. If I lose my Computer System, or if my Computer System is stolen, I will be responsible for reporting the theft or loss as follows:

- In the case of theft occurring while on or near campus, report it to the Wentworth Department of Public Safety immediately upon discovery of the theft. The Wentworth Department of Public Safety will issue a report. A copy of this report must be provided to Wentworth's DTS Tech Spot with a request for a replacement.
- In the case of theft off-campus the student is responsible for contacting the local police having jurisdiction, obtaining a police report from that department, and then also for reporting the theft to the Wentworth Department of Public Safety.
- In the case of a lost Computer System, you should always report the loss to the Wentworth Department of Public Safety.

To file a request for a replacement laptop, the student must provide Wentworth's DTS Tech Spot a copy of the Wentworth Public Safety report or the report from the local police having jurisdiction if the theft occurred off-campus. Laptop replacement will not be made without copies of the proper police reports. Wentworth may, subject to availability provide a replacement laptop (not necessarily a new laptop) with the current operating system or image offered by Wentworth's DTS Tech Spot. I acknowledge that in the case of theft, I am responsible for the then current cost of the replacement Computer System.

Laptop Ownership and Return Policies: I understand that the laptop is the property of Wentworth while I am a full time, registered student. The laptop shall become my property when I graduate.

If for any reason I leave, or am separated from Wentworth, including leaves, withdrawals and dismissals, I understand that it is my responsibility to return the Computer System to Wentworth's DTS Tech Spot in the same condition, reasonable wear and tear excepted, as when it was first given to me. (Please see the current policy at "[Policy for Returning Laptops to Wentworth by Mail or Private Courier Service.](#)").
<https://wit.edu/sites/default/files/LaptopReturn.pdf>

If I do not return the Computer System to Wentworth's DTS Tech Spot within two weeks of the date of my separation from Wentworth, I understand and authorize that my student account will be charged a recovery fee based on age of the Computer System and to be determined by Wentworth. I understand that Wentworth Institute of Technology may charge me for the Computer System should I fail to return the laptop on or before the computer return date.

I accept all liability associated with the use of the operating systems and software on the Computer System. I authorize Wentworth Institute of Technology to charge any costs arising out of this Agreement against my student account at Wentworth Institute of Technology.

I agree to accept the Computer, the Software, and related Peripherals "as is." In no event shall Wentworth Institute of Technology be liable to me or my guardian, personal representative, or heirs for any incidental, special, indirect, or consequential damage of whatever nature arising out of any claim, whether in contract, tort, or otherwise, alleging Wentworth Institute of Technology's failure to perform its obligations under this Agreement or its breach of any duty, common law or otherwise, owed to me.

This agreement shall be construed and governed by the laws of the Commonwealth of Massachusetts.

TERMS AND CONDITIONS ACCEPTANCE STATEMENT: I have read the Program Agreement and agree to abide by the terms and conditions herein. The above is acknowledged and agreed under seal:

By the Student

Signature

Date

WID#: _____

D.O.B. _____

If the Student is under 18 years old:

I am the parent or legal guardian of: _____

Printed Name of Parent/Legal Guardian

Signature

Date