

## SPHHS Emergency Laptop Loan Program

*Sometimes computers break and we are here to help!*

*The School of Public Health and Health Science Center for Student Success has a limited number of loaner laptops available for SPHHS students on a temporary or short-term basis. Students can request a free short-term laptop computer loan by completing this form. Requests are usually from students with high financial need and/or broken personal computers being repaired. The UMass DuBois Library also has a limited number of laptops that can be loaned for 24 hours at a time.*

### Laptop Loan Agreement

#### Requesting a laptop

- Contact the SPHHS Center for Student Success to confirm laptop availability and pickup time at [sphhs-success@umass.edu](mailto:sphhs-success@umass.edu) or 413-545-6883.

#### Pickup and Drop-off

- Students can pick up and return the laptop at 121 Arnold House (9:00AM-4:30PM). Please confirm with Center for Student Success the time you plan to come to Arnold House. Do not leave the laptop in the lobby or outside of the office. Bring your UMass ID card and be ready to sign this laptop loan agreement form.

#### Loan Periods

- **Laptops can be loaned for two-weeks.** Loan periods may be extended based on student's situation and demand. If you need to extend the loan period after two-weeks, please email [sphhs-success@umass.edu](mailto:sphhs-success@umass.edu) to inquire about the availability or let us know when making the request.
  - Please make every effort to return the laptop on time as there may be other students in need of the loan.
- Borrowers are responsible for secure storage and prevention of damage to equipment while it is in their possession. Do not leave laptop in areas where extreme temperatures can occur such as in cars.

#### Replacement Costs

- Borrowers may be liable for loss or damage\* to equipment. (\*Dell's laptop warranty covers accidental damage until 2026).

Item	Replacement cost
Dell Latitude 5320	\$1250
Nylon case	\$30.00
Power cord	\$60.00

*As a student using equipment through the SPHHS Center for Student Success, I understand and agree:*

- To be responsible for returning any equipment borrowed in good condition no later than the date specified and that, if such equipment is damaged, lost, or stolen, I may be responsible for the replacement cost of the equipment.*
- This agreement will be in effect for the remainder of the academic year. A new form must be filled out and signed every year a student wants to borrow a Laptop.*

**Student Name** \_\_\_\_\_

**UMass SPIRE ID #** \_\_\_\_\_

**Major** \_\_\_\_\_

**Email** \_\_\_\_\_ **Cell Phone** \_\_\_\_\_

I have read and understand the above conditions.

**Signature** \_\_\_\_\_ **Date** \_\_\_/\_\_\_/\_\_\_

I have discussed this agreement with the above student.

**Staff Name** (please print) \_\_\_\_\_

**Signature** \_\_\_\_\_ **Date** \_\_\_/\_\_\_/\_\_\_

**Dates of Loan**

Date laptop is loaned \_\_\_\_\_

Date laptop must be returned \_\_\_\_\_

Date laptop is returned \_\_\_\_\_

**Additional Notes:**