

Laptop/iPad/Kindle/Nook Loan – Terms and Conditions

Loans are restricted to current WVC students, staff, and faculty.

BY CHECKING OUT THIS DIGITAL DEVICE YOU AGREE TO THE FOLLOWING:

LOAN PERIOD

- ✦ 5 days for students
- ✦ 14 days for staff and faculty

POLICIES AND PROCEDURES

- ✦ Digital devices are available on a first come, first serve basis.
- ✦ Only one digital device will be checked out per person.
- ✦ Devices may be renewed one time.
- ✦ Overdue fines are \$5.00 per day, not to exceed total cost of device. Fines are non-negotiable and non-refundable.
- ✦ Borrower is responsible for replacement costs of digital devices and accessories that are lost, stolen, or damaged.
- ✦ Non-payment of late fees and/or replacement charges will result in blocks being placed on library check-out privileges, transcripts, registration, and financial aid checks.
- ✦ Return devices directly to library personnel. DO NOT RETURN DIGITAL DEVICES TO BOOK DROPS.
- ✦ Any work done on digital devices must be saved to a separate device. All applications purchased by borrower, and work stored on device by borrower, will be erased upon return of device.
- ✦ Digital devices are preloaded with standard applications. Borrower may use their personal funds to purchase applications for devices with the understanding that all data will be erased and replaced with the preloaded applications and settings upon return.

NOTICE:

**Each day this device is past due,
A non-refundable late fee
of \$5 per day will be added to your student account.**

Device will not be discharged if returned with passcode lock in effect.

Remove personal passcode before returning.