

## **iPad Loan Policy**

### **Boston College**

### **O'Neill Library**

The O'Neill Library has 10 **iPads** available for short-term loan to students, faculty and staff. This service is not available to alumni, consortium members or other guests.

#### **WHAT'S ON THEM**

- The iPads are the 32gb, WiFi only model.
- Each iPad is preloaded with some standard applications for reference and e-book reading, such as the New York Times, NPR, BBC, Netflix, Huffington Post, My Congress, a calculator, and Google Earth.

#### **BORROWING**

iPads will be circulated in a carrying case and will include a power adapter (with cord) and sleeve.

- Only current Boston College students, faculty, and staff with no holds on their library account can borrow an iPad.
- A BC ID is required to check out any equipment.
- Loans are on a first-come first-served basis.
- The loan period is 2 days.
- Only one **iPad** will be checked out per person.
- By checking out the **iPad** you agree to the **iPad** loan agreement below (a copy is also attached to the **iPad**).
- All 3 items (**iPad** plus charger and carrying case) must be returned at the same time and handed to a staff member so it can be removed from your library account.
- **iPads** may be taken out of the library.

#### **USING**

- Usage is subject to the Boston College Technological and Information Resources Use Agreement, posted online at <https://agora.bc.edu/showform/D1=agora/FORM=tech.use.agreement>.
- We strongly advise you not to leave the iPad unattended. If stolen or lost, you will be responsible for its replacement.
- Report any problems with the iPad to the library staff when you return it.
- Additional apps may be added with the understanding that all data will be erased and replaced with the standard preloaded files and apps when the **iPad** is returned to O'Neill Library.
- To download applications, you need an iTunes account. Connect the **iPad** to your computer and use iTunes to set up, register and sync content.
- Any additional apps or media purchased by you during the loan period must be done with your own funds, and is not the responsibility of the Library. These apps will be available via your personal iTunes account and can be downloaded again when needed.

## PRINTING

- Printing is not available from the **iPad**.

## RETURNING

- You must return the **iPad** to the O'Neill Library; do not return it to another BC library.
- Do not put the **iPad** in a book return.
- All 3 items (**iPad** plus charger and carrying case) must be returned at the same time and handed to a staff member so it can be removed from your library account.
- If the **iPad** is not returned, replacement charges will be assessed.

## LIABILITY

- By checking out the laptop you agree to the loan agreement below (a copy is also attached to the **iPad**). Please read it carefully before checking the **iPad** out. Please note that you will be responsible for any damage or replacement fees, up to the full replacement cost of the **iPad** or the accessories.

### **iPad LOAN AGREEMENT, BOSTON COLLEGE, O'NEILL LIBRARY**

By checking out this **iPad** and accessories:

- I accept full responsibility for the **iPad** and accessories I have borrowed. I will reimburse Boston College for the cost of repairing or replacing this **iPad** and/or accessories if they are lost, stolen, or damaged while checked out in my name.
- I understand that the replacement cost for the **iPad** will be approximately \$600; the charger \$30 if damaged or lost; the carrying case \$25.
- I agree to comply with the Boston College Technological and Information Resources Use Agreement.
- I understand that the loan period is two days.