

Curriculum Materials/Media Center iPad Checkout Form

The CMMC and the School of Education have partnered to enable students to checkout iPads for classroom use during practicum. We hope that you find the experience to be beneficial. We require your cooperation and assistance in order to make this program a success. You are allowed to check out multiple iPads for use as an educational resource related to your educational technology courses. Upon receipt of the iPads you must complete the information below. **You must complete a new form with each checkout.**

Course	Instructor	Equipment Description	Qty	Replacement Cost	Date Out	Due Date
Example: LIB100	KWOK	Apple iPad 2 & charger	4	\$500 (per iPad that is not returned or is returned damaged) \$40 (per charger that is not returned or damaged)	1/1/2013	1/5/2013
		Apple iPad 2 & charger		\$500 (per iPad that is not returned or is returned damaged) \$40 (per charger that is not returned or damaged)		

Note: If any equipment proves to be defective or inoperative during use, please notify a reference librarian immediately (reference@campbell.edu or 1(910)893-1467).

I understand that these Apple iPads have been issued to me alone, for use in practicum. I understand that I am responsible for promptly reimbursing Wiggins Memorial Library in accordance with the replacement cost listed in the table above. I also agree to return the iPads to the library by the due date listed on this form. If I do not return each iPad, each iPad charger, or if any item is damaged, a hold will be placed on my transcript until payment is received.

(Instructor's signature)

(Student's signature)

(CU ID Number)

(Email address)

(Local phone number)