



SAUSD iPad/Chromebook Collection Checklist

Form to be completed at the school site when technology is being returned by the student.

Student/Technology Equipment Info: (to be completed by the student)

Student: _____ School: _____
 Student ID#: _____ Grade: _____
 Circle one: iPad Chromebook Barcode #: _____

Technology Collection Checklist: (to be completed by school employee)

Enter date technology is returned here: _____ Initial of School Employee: _____

**Check all items that apply when technology is returned to the school by the student.
 Device and accessories must be in working order without any damage beyond
 normal wear and tear.**

iPad Checklist		Chromebook Checklist	
<input type="checkbox"/>	iPad charged and turns on.	<input type="checkbox"/>	Chromebook charged and turns on.
<input type="checkbox"/>	All passcodes have been removed.	<input type="checkbox"/>	Chromebook sleeve returned.
<input type="checkbox"/>	iTunes and iCloud accounts have been logged out of.	<input type="checkbox"/>	Chromebook power cord returned.
<input type="checkbox"/>	iPad cable returned.	<input type="checkbox"/>	
<input type="checkbox"/>	iPad charging plug returned.	<input type="checkbox"/>	
<input type="checkbox"/>	iPad case returned.	<input type="checkbox"/>	

_____ Items returned have damage requiring repair or replacement and a Damaged Technology and Repair Checklist was filled out. Student covered the damaged by:

_____ Insurance claim or _____ Repair Charges \$ _____



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Damaged Technology and Repair Checklist:

_____ My student’s Chromebook or iPad will be repaired by an insurance company. Proof of insurance and a completed claim form is required, please include copies with this form.

Claim form attached

Insurance Company: _____ Claim #: _____

_____ My student’s Chromebook or iPad will be repaired by the District for an assessed damage fee (see table).

REPAIR DESCRIPTION	PRICE (IF NO INSURANCE)
iPad – Damaged beyond repair	\$479
iPad – Power Adapter	\$19
iPad – Lightning to USB cable	\$19
iPad – Screen Damage	\$120
iPad – Sound Jack repair	Cannot be repaired
iPad – case damaged beyond repair	\$24
Chromebook – Damaged beyond repair – Enterprise Lic. Not included	\$220
Chromebook – sleeve damaged beyond repair	\$12

Parent Signature: _____ Date: _____



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REPAIR DESCRIPTION	PRICE
HP G3, G4 EE, G4 Ruggedized	(IF NO INSURANCE)
Chromebook – LCD (Screen replacement)	\$35.95
Chromebook – Keyboard w/ palm rest	\$49.95
Chromebook – System board	\$79.00
Chromebook - Battery	\$39.95
Chromebook - A/C supply w/o cord	\$18.75
Chromebook- Power Cord	\$4.00
Chromebook – Touchpad	\$24.95
Chromebook – Bottom case	\$39.95
Chromebook – Top case	\$34.95
Chromebook – D/C jack	\$9.95
Chromebook – Video Cable	\$15.95
Chromebook – Bezel	\$16.50



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REPAIR DESCRIPTION		PRICE
LENOVO 11		(IF NO INSURANCE)
	Chromebook – LCD (Screen replacement)	\$35.95
	Chromebook – Keyboard	\$29.95
	Chromebook - A/C supply w/o cord	\$14.95
	Chromebook - Battery	\$64.00
REPAIR DESCRIPTION		PRICE
DELL 11		(IF NO INSURANCE)
	Chromebook – LCD (Screen replacement)	\$35.95
	Chromebook – Keyboard w/ palm rest	\$44
	Chromebook - A/C supply w/o cord	\$14.95
	Chromebook - Battery	\$19.95
	Chromebook – glass bezel	\$19.95
	Chromebook – System Board (Replacement not recommended, exceeds cost/worth ratio)	\$119.00