



Coorparoo Centre for Continuing  
Secondary Education  
Cnr Cavendish Rd & Stanley St East  
Coorparoo QLD 4151  
PO Box 1225 Coorparoo DC 4151  
T 3394 8888 F 3394 8800



## STUDENT IT USER AGREEMENT

I, \_\_\_\_\_ am a student at Coorparoo Centre for Continuing Secondary Education and agree to abide by the rules outlined below when using any Information Technology device and software provided to me while on-site at the College. IT devices include but are not limited to PC's, laptops, interactive white boards, external drives, tablets, phones and computer games.

**Please note that students & parents/caregivers must complete this form before any IT devices at the College are provided to students.**

Failure to comply with all conditions of this agreement may result in the College revoking access to some or all IT resources. In cases where due care has not been taken, the student may be liable for some or all repair costs and/or replacement of damaged IT devices. There may be other disciplinary consequences under the College's Responsible Behaviour Plan for students. You are reminded of your obligations under that agreement and policy.

The student and parent/guardian agree that:-

- All EQ IT devices and software are the property of and will remain the property of Education Qld. You accept responsibility for the security and care of any IT device that is made available to you by your teacher or supervisor.
- All EQ IT devices are to be used for educational purposes only. In addition, any personal external hard drive that is used at College must have data on it that relates to educational purposes only. Data, images or sound captured by personal technology devices on the College premises or elsewhere must not be disseminated to others using the College network for the purposes of causing embarrassment to individuals or the College.

The student must:-

- not intentionally use any IT device or Internet service to which it may be connected for any fraudulent or defamatory purpose and/or to transmit any harassing or threatening material or emails.
- not distribute, copy or exploit any material that constitutes an infringement of any intellectual property.
- not tell anyone else your account name and password.
- accept responsibility for the condition of any IT device. You are required to immediately report any damage and/or evidence of vandalism to your teacher before you have logged on. Ensure that you check the condition of any IT device before you begin to use it.
- back up all necessary data. The College is not responsible for any data lost. Therefore, back up all your schoolwork and documents onto a USB or other device.
- not load, and must not cause to be loaded, any software on to any College IT device. Therefore, you must take all reasonably necessary steps to prevent a virus from infecting any IT device.
- ensure that any College software is not copied. Software loaded on to devices is licensed to the Department of Education and Training or the College.
- not attempt to alter hard drive specifications on any IT device.

Additional information:-

- Students will receive an automatic credit of \$5.00 per term for printing. One-dollar top-ups are available for purchase at the College office. Printing costs are 5 cents per sheet for black and 10 cents per sheet for colour printing.

..... /..... /.....  
Student's signature and date

..... /..... /.....  
Parent's signature and date

Coordinator's signature and date: ..... /..... /.....