

EQUIPMENT LOAN AGREEMENT

The University of Alaska Southeast provides students with equipment for certain courses. This equipment is loaned to student with the understanding that the equipment will be returned in working order at the end of the semester. If the equipment is not returned or returned in non-working order, the cost of replacement will be charged to the student's account with a hold placed on the account. Accounts with holds will have all access to registration, grades and transcripts restricted. Damage to the equipment above and beyond "normal use" is the responsibility of the student. Any questions or concerns can be directed to Instructional Services / e-Learning.

Applicant

Last Name		First Name		Middle Initial
Student Number	Phone Number		Email Address	
Address		City	State	Zip Code

I acknowledge that equipment is being loaned to me through the University of Alaska Southeast-Sitka. I accept financial responsibility for this equipment and will return the equipment, in proper working condition, to the office of Instructional Services / E-Learning by the agreed due date listed above. I understand that failure to return equipment, in proper working condition, will result in the placement of a hold on my student account as explained above. Students who drop or withdraw from classes will be put on hold until supplies are returned.

Signature	Date	Staff Initial
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EQUIPMENT

For Office Use

TYPE: _____

SERIAL NUMBER: _____

UAS ID: _____

ACCESSORIES INCLUDED: _____

NOTES / COMMENTS: _____

EQUIPMENT VALUE (This is the amount your account will be charged if not returned): _____

Check Out Date	Due Date
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