



**Technology Department Process**

3. The student will be allowed to use a spare device. The device will not go home.
4. Technician assesses the damage and submits form to Joel.
5. Mary will send a letter to parent (Cc partner, secretary, principal)
6. School office will collect money, deposit money, and notify Mary damaged fee has been paid
7. Repaired device (if feasible) will be returned or a replacement will be issued to student

**Technician Description of Affected Technology and Associated Cost:**

- |                                                            |                                                      |
|------------------------------------------------------------|------------------------------------------------------|
| <input type="checkbox"/> Keyboard/middle housing \$35-\$77 | <input type="checkbox"/> Hinge (each) \$5-\$15       |
| <input type="checkbox"/> Power adapter \$20-\$25           | <input type="checkbox"/> Hinge cover (each) \$1-\$15 |
| <input type="checkbox"/> Trackpad \$25-\$88                | <input type="checkbox"/> Display \$40-\$60           |
| <input type="checkbox"/> Hard disk drive \$40-\$55         | <input type="checkbox"/> System board \$60-\$125     |
| <input type="checkbox"/> Top case \$15-\$49                | <input type="checkbox"/> Daughter board \$40-\$60    |
| <input type="checkbox"/> Middle case//palm rest \$25-\$45  | <input type="checkbox"/> Power in port \$5-\$10      |
| <input type="checkbox"/> Bottom case \$15-\$45             | <input type="checkbox"/> Battery \$20-\$70           |
| <input type="checkbox"/> Display bezel \$20-\$30           | <input type="checkbox"/> Replacement \$200           |
- (intentional or severely damaged, lost, stolen)

Technician \_\_\_\_\_

Sent in for warranty repair      Date \_\_\_\_\_

Not student induced (no letter mailed to parent)

Device Protection Plan (no letter mailed to parent)

Damage Payment Received

\_\_\_\_\_ Date