The Robert W. Van Houten Library lends iPads and peripheral equipment to NJIT students for in-library use only and to faculty for 24 hours use.

Procedure

• iPads are available first-come, first-serve basis with a wait list.
• Present your current NJIT-ID card with a library barcode to the staff at the Circulation Desk. Your NJIT-ID will be kept (students only) until the iPad is returned undamaged.
• Sign the iPad Equipment Liability Agreement form.

Loan Period

• For Students: may only be used INSIDE the library. The loan period for the iPad is three (3) hours with one renewal for another three (3) hours unless there is a wait list.
• For Faculty: may be borrowed for 24 hours with no renewals.

Fines and Liability

• Borrowers are responsible for damage or theft of the iPad + peripheral equipment. The average replacement fee for a damaged or lost iPad is $900.
• If an iPad is not returned at the end of the loan period, the borrower may be charged a $20.00 per hour late fee, not to exceed $50 per day.
• Holds for iPads are not permitted.
• Your library borrowing privileges may be revoked if you have unpaid fines and overdue, lost or damaged items, including late return of a borrowed iPad.
• Any unresolved disputes may be forwarded to the Office of the Dean of Students for resolution.
• Return the iPad + peripheral equipment to the staff at the Circulation Desk at the end of the loan period.

iPad Liability Agreement

I have read the iPad Liability Agreement, by signing below, I agree to the terms and conditions.

Today’s Date: ______________________ Barcode: 23009 -
Name (Last, First) ________________________________
Signature: _______________________________________

$20 per hour late fee will be charged if an iPad is not returned by check-in time.

Staff Use Only

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<th>iPad#</th>
<th>Check-Out Time</th>
<th>Check-In Time</th>
<th>Staff Initial</th>
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