

Attachment A
University of Newcastle

Terms and Conditions RHD Laptop Scheme
For the issue of a University laptop to Research Higher Degree Candidates

This computer is a University asset and has been issued for the duration of your candidature as a Research Higher Degree candidate at the University of Newcastle.

You are required to agree to the conditions stated in this document. Any breaches of these conditions may result in forfeiting your access to the computer.

1. The computer must only be used and kept in accordance with the policies of the University of Newcastle, in particular 'University Computing and Communications Facilities - Conditions of Use - Other 000817' which is available on the web at <http://www.newcastle.edu.au/policylibrary/000817.html>
2. The computer must not be used for any illegal purposes.
3. The University will provide each candidate with one laptop only under this scheme. If the laptop is stolen, lost or misplaced it will not be replaced by the University. The custody and security of the computer and any accessories are your responsibility at all times. You must ensure that no other person uses your computer for his or her own purposes. Lost, stolen or damaged computers must be reported immediately to your supervisors and the Office of Graduate Studies. If the laptop is stolen from a University campus you must ring Security immediately on 49 21 5888 to report the theft. Regardless of where the laptop is stolen from you must phone the Police Assistance line (131 444) and report the theft.
4. All software loaded onto the computer must comply with the conditions set by the manufacturer of the software. 'Pirated' copies of applications must not be loaded onto the computer at any time.
5. You are entirely responsible for maintaining backup copies of your work stored on the computer.
6. If you withdraw, are terminated from or complete (submission of hard bound thesis) your Research Higher Degree within 18 months or less of receiving the computer you are required to return it, and any accessories, to the Office of Graduate Studies or IT Services, Ourimbah.
7. If you withdraw, are terminated from or complete (submission of hard bound thesis) your Research Higher Degree more than 18 months after receiving the computer it will become your property provided any outstanding debts to the University are cleared. You must then remove all software on the computer that is licensed to the University. The University will not support the computer after termination or completion of your studies.
8. Support for the computer will be provided by IT Services in accordance with the agreed service levels negotiated with your Faculty. If you make changes to the configuration installed on the computer (including but not limited to : changing the host operating system, removing the laptop from the University's domain, changing administrator passwords, or removing installed anti-virus and desktop management software) the computer will not be supported by IT Services.
9. If you encounter any problems with the default configuration of the computer you must log a call to the IT Service Desk (17000) who can arrange an appointment for you. Drop-in support is not available. For hardware repairs under warranty, you must contact the registered Dell or Apple repairer. Students who are off campus can only be given limited assistance.

I hereby accept the computer Serial no. and agree to abide by the conditions of use in accordance with the requirements of the University of Newcastle.

Name: (Please print):Student no.

Signature:..... Date:.....

Office Use Only	Issued by:	Date:
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