



VILLA MARIA ACADEMY
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Dear Parents & Students,

Per the Tablet PC Policy outlined in the student handbook, the Technology Department will be collecting all Tablet Computers at the end of the school year for repair and software updates.

Every computer will be thoroughly checked for damage. Any damage that affects the functionality of the computer will be submitted to the warranty company for approval. If the warranty request is approved there is no cost to you. If the warranty request is not approved or is not affecting the functionality of the computer it will be up to you, the parent, to decide if you want to pay to have these parts replaced. Please note that the computer will be given back next year in the same condition it was turned in, if replacement parts are not purchased or not covered under the warranty. Please refer to the warranty information available on the Villa website.

Below you will find a list of commonly damaged parts and the cost to replace them:

<i>Class of 2013</i>
Bottom cover \$29
Top cover \$18
Screen \$382
LCD Shield (covering for screen) \$48
Keyboard \$24

The following items must be handed in along with the computer; if they are missing you will be **required** to pay the replacement cost listed below at the time the computer is returned. Please note we need the protective case back, not the bookbag.

<i>Class of 2013</i>
Primary battery \$107
AC Adapter \$21
Stylus pen \$26
Protective Case \$30

Please be prepared to pay for any of the above items at the time of drop-off. Acceptable forms of payment include cash or credit. Visa, Mastercard and Discover are accepted with a 2% service fee applicable to all charges. We will not accept personal checks.

OVER

The following dates and times will be available for return of the computers. Please note that it is imperative that ***both student and parent (or legal guardian)*** are present. This is required so the student can inform us of any issues with the computer and the parent is made aware of any damages that have been incurred during the school year.

- Wednesday, June 9, 2010 8:00 a.m. - 3:30 p.m. (after finals)
- Thursday, June 10, 2010 8:00 a.m. - 3:30 p.m. (after finals)
- Friday, June 11, 2010 8:00 a.m. - 3:30 p.m.

We do not submit any orders for missing or damaged parts until all computers are collected, therefore ***computers turned in after Friday, June 11, 2010 will incur a \$10 per day fee.***

If you have any questions or concerns please feel free to contact Jesse Kroh, Technology Coordinator at 814-838-2061 Ext. 3425, or email JKroh@villamaria.com

Thank you,

The Technology Department