



Summer Chromebook Repair Form

Starting Monday, June 22, 2020 we will begin the Summer Chromebook repair procedure.

- 1) Students can drop off their Chromebook in the vestibule at each school Monday through Thursday, 7:30 am to 12:30 pm.
- 2) Secretary will buzz you in to the vestibule.
- 3) Complete the form, which will be in the vestibule. Print student name, ID #, phone #, email and issue with the Chromebook.
- 4) Place the form inside the Chromebook, then place the Chromebook in the designated box or location.
- 5) **No loaners will be provided during the summer.**
- 6) One of our technicians will call and email when your Chromebook is ready for pick up.
- 7) The repaired Chromebook will be picked up in the same manner with additional instruction when you arrive and are buzzed in.

Name: _____

Student ID#: _____

Email: _____

Phone Number: _____

List issues with your Chromebook

(Please provide as much information as you can for our technicians, use the back if needed):