Pace University reserves the right to amend or otherwise revise this document as may be necessary to reflect future changes made to the I.T. environment. You are responsible for reviewing this Policy periodically to ensure your continued compliance with all Pace University I.T. guidelines.

By initialing the below statements, the student acknowledges compliance with these statements:

_____ I authorize The Division of Information Technology’s Client Support Office to complete any necessary repairs on my personally-owned, Pace-supported*, computer or laptop.

_____ I authorize The Division of Information Technology’s Client Support Office to examine and diagnose problems on my non-Pace supported computer or laptop.

_____ The Division of Information Technology (DoIT), DoIT staff, and Pace University will not be held responsible for any theft, loss or damage occurring during the diagnosis or repair of my computer or laptop, or for any loss of data not backed up by me prior to this agreement.

_____ Should it become necessary to re-image my computer or laptop, I understand that The Division of Information Technology’s Client Support Office cannot re-install licensed software without my supplying the original software media and software license keys.

Component: _______________________           Type: _______________________
Serial Number: ____________________                    Model Number: ________________

Condition/Comments: _________________________________________________________________
____________________________________________________________________________________

Description of problem by user: _________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

Student’s Name (Print): _______________________________                                     Date: ___/___/___

By signing below, I agree that I have read and fully understand and agree with this waiver form.

Student’s Signature: _____________________________   Contact Telephone: _____________________
Request No.: _________________________                     Pace Email:   __________________________
Time: ________________________     CSO Technician: ___________________________________

*Pace supported computers include Dell, IBM, Gateway and HP—the Client Support technicians are certified by the manufacturers to repair these brands. Other brands, including Apple, may be added in the future.

Questions concerning this or any other Information Technology Policy can be directed to DoIT’s Customer Support Center via http://doithelpdesk.pace.edu.