

2 messages from the IT Department about....

Laptop Info & Distribution for Academic Year 2020



Laptop Leases
320-762-4959
sheldons@alextech.edu

All currently registered ATCC students may lease a laptop computer from ATCC on a semester or weekly basis subject to computer availability. In addition, several program areas currently require students to lease laptops from the college.

“REQUIRED” LAPTOP LEASE PROGRAMS

Computer Information Systems (AS Degree)
Computer & Voice Networking
Cyber Security, Virtualization, & Network
Diesel Mechanics

Mechanical Drafting, Design, and Engineering Technology
Medical Administrative Specialist/Transcriptionist/Editor
Medical Coding Specialist
Nursing (RN) Phase 2

NEW LAPTOP USERS

New laptop users who lease a laptop are required to register for, and attend a 1-1/2 hour orientation prior to being issued a laptop. Students receive their laptops during the orientation class. Orientations run according to the following schedule. Orientation will be held in room 408 by the IT Department Help Desk.

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|----------------------|-----------|------------------|-------------------------------------|
| Spring Semester '19: | Friday | January 11, 2019 | 9 a.m. - 11 a.m. OR 1 p.m. - 3 p.m. |
| Fall Semester: | Monday | August 19, 2019 | 9 a.m. - 11 a.m. OR 1 p.m. - 3 p.m. |
| Fall Semester: | Tuesday | August 20, 2019 | 9 a.m. - 11 a.m. OR 1 p.m. - 3 p.m. |
| Fall Semester: | Wednesday | August 21, 2019 | 9 a.m. - 11 a.m. OR 1 p.m. - 3 p.m. |
| Fall Semester: | Thursday | August 22, 2019 | 9 a.m. - 11 a.m. OR 1 p.m. - 3 p.m. |
| Fall Semester: | Friday | August 23, 2019 | 9 a.m. - 11 a.m. OR 1 p.m. - 3 p.m. |
| Spring Semester '20: | Friday | January 10, 2020 | 9 a.m. - 11 a.m. OR 1 p.m. - 3 p.m. |

Students may sign up for Laptop Orientation on the MyATCC website. If you have any problems, questions, or concerns please, contact Sheldon Sievert at 320-762-4959, 888-234-1222 ext. 4959, or sheldons@alextech.edu . If you email, please include your full name, program, and StarID. (If you are not at least 18 years old by the date of the orientation, you must state this when you register for the class. Special arrangements must be made to have a parent or guardian sign the lease form.) **Please bring a pen and You are required to present a current Student ID Card to complete your lease.**

2ND YEAR STUDENTS

Returning second-year students are not required to go through an orientation again and may begin picking up their laptops the week before the semester begins. You must present a current Student ID to complete your lease. No payment is necessary at this time.

LAPTOP LEASE COST

Immediate payment is not necessary at the time of pickup. All laptop fees are applied to your tuition bill. **All Program Leases are \$295.00 per semester.** Non-Required Leased are \$125 per semester. Summer Lease is \$150.00. Weekly lease is available at \$25 per week. **All lessees should obtain their own lost/stolen insurance through personal or family policies.**

LAPTOP LEASES FOR “NON REQUIRED” STUDENTS

Students, who are in Programs Not Required to lease laptops, may sign up and attend Laptop Orientation as listed above. Although it is very rare to run out, non-required lease laptops are subject to availability. Weekly leases are also available to all students. Requests are fulfilled on a first-sign-up/first-filled basis.

If you have any questions or concerns about laptop leases, please contact Sheldon Sievert (320-762-4959, sheldons@alextech.edu).



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Benefits to Leasing a Laptop

While providing students with extraordinary, flexible access to a college computer and ensuring uniformity of computers used in the classroom, Alexandria Technical & Community College's Laptop Lease Program offers many advantages:

- **Students are spared most if not all of the software costs**, because the college can load software at reduced, institutional rates not available to individuals or even businesses.
- **Program specific software customized to your major is included.** Pirated, Illegal, and software demos cannot be used at ATCC. By leasing a laptop, students are ensured that their software meets all requirements for their specific classes.
- **Free hardware and software support provided on lease laptops.** The staff in the IT Department is available to support both the hardware and software problems that can arise on a leased laptop normally at no charge to the student. Students are not asked to bear repair costs when the repair is under warranty, is due to normal use and wear, or is due to manufacturing defect. Repair costs to the student are rare and usually result from accidents, theft, or misuse. Though rare, these costs can be significant, so insurance is a must.
- **Leased Laptops are uniform and imaged specific to each program.** This ensures that the laptops have identical software and hardware specifications and classroom labs are the same. This allows both the student and instructor to be productive.
- **Very little to no down time**, since we can repair or replace a malfunctioning computer quickly. ATCC endeavors to provide students with high quality, functional technology. To the best of its ability, the IT Department ensures students lease a properly functioning computer that meets their classroom needs.
- Graduating students, who took part in the leasing program for the duration of their time at ATCC, are **offered the opportunity to purchase a laptop at a discounted rate** the week of graduation. While there are some guidelines, most students, who are "required" to lease a laptop, are able to purchase one upon graduation.
- **Students are not exposed to the financial risk of purchasing a computer** or the cost of obsolescence as the machine ages. Purchasing a laptop similar to the leased one would cost the student substantially more. The laptop program uses high end professional laptops. Because ATCC buys directly from the manufacturer at educational rates, the college is able to purchase them at a discount that is passed on to students.
- **The IT Department is unable to fix or repair personally owned laptops.** With the exception of helping students setup their wireless connection, we are unable to offer any technical support for personal systems. Students must seek help off campus. Typically, this can cost a minimum of \$50 to \$60 per hour. It's not hard to exceed the cost of a lease with just a simple virus or hardware problem.