



CSA Laptop Loaner Program Contract 2025-2026

Program Description

The Commerce Students' Association's Laptop Loaner program has been developed to support students who require a device who wouldn't otherwise have access to one. The CSA will be lending out a limited number of laptops to students free of charge, with the expectation that they are returned at the end of the term. Laptops will be provided on a first come first served basis, with no holds.

Eligibility

- Laptops may be borrowed by undergraduate students at the Asper School of Business
- Available to part-time and full-time students, with priority given to full-time students
- Students requesting a laptop must be located in Manitoba and be able to pick up and drop off loaned equipment in Winnipeg

Terms of Use:

- Students may only borrow one laptop from the CSA at a time
- The loan period for all laptops and appropriate accessories is one semester.
- Students can loan a laptop for up to two terms simultaneously upon request. This will depend on demand at the time of the request.
- All equipment must be returned within one week of the completion of the final examination period.
- Laptops must be returned to the CSA Vice President Academics, Xavier Lavergne, (or any other CSA Executive Vice President) who will verify that all loaned equipment has been returned in satisfactory condition
- Any laptop equipment malfunctions should be reported to the CSA Vice President Academics immediately
- The student agrees to assume the cost of equipment repair or replacement in the event of damage, theft, or misuse. Failure to return loaned equipment may also result in the student's borrowing privileges being revoked for all future loans.
- Furthermore, any student who does not return the loaned equipment or refuses to assume the cost of damage will be referred to the Associate Dean - Undergraduate, Robert Biscontri as a matter to be further investigated as non-academic misconduct.
- The CSA is not responsible for loss of files as a result of malware, hardware failure, or network failure. Any files copied or downloaded onto the laptop will be removed upon return and cannot be recovered.



System Details

- Dell Precision 3520 Refurbished
- CPU: 1x 7th Gen Intel Core i7-7700HQ (4-Core, 2.80 GHz)
- Memory: 8 GB (1x 8GB)
- HDD: 256 GB (1x 256 GB SSD)
- OS: 64-bit Windows 10 Professional
- Display: 15.6" HD (1366 x 768)
- Built-in webcam & microphone

To request a loaner, students must:

- Review the above agreement
- Fill out the below fields accurately
- Submit the signed contract in the form at
<https://www.aspercса.com/csa-laptop-loaner-program/>

By signing, you are confirming that you have read and agreed to adhere to the terms of this agreement

Name: _____ Student Number: _____

_____ Email: _____

_____ Phone Number: _____

_____ Signature: _____

_____ Date: _____

Term: _____