

Builder of Excellence
in Science Education

Central Virginia Governor's School for Science and Technology

Authorization to Release Educational Records

Student Last Name _____

Student First Name _____

Home Address _____ City _____ Zip _____

Home High School _____

I hereby authorize the school listed above to release a transcript of the educational records of the named student to:

Central Virginia Governor's School for Science and Technology

A complete transcript includes the following components:

- The student's academic record of courses taken and grades earned,
- A listing of all course credits attempted and completed,
- A cumulative grade point average,
- The student's rank in class, and
- Standardized test scores—this may include the SAT 1, SAT 2, and/or ACT.

Please note that school and community activities, honors, and counselor comments may also be included.

Parent/Guardian Name (please print) _____

Parent/Guardian Signature _____ Date _____



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Central Virginia Governor's School for Science and Technology

Local Field Trip Permission Form

Student Name _____

By signing this form you are giving your child permission to participate in any local field trips that the Central Virginia Governor's School (CVGS) takes during the school year. A local field trip is typically taken during CVGS class time to a location within the region the Governor's School serves. The CVGS staff will provide information about each trip in advance, and it will be the responsibility of your child to ensure that you are aware of the details of each trip. This form will be kept on file in the CVGS Office. In the case of overnight trips or trips outside the CVGS service area, an additional trip-specific permission form must also be completed.

I have read the above information, and I give my permission for my child to participate in any and all local field trips.

Parent/Guardian Name (please print) _____

Parent/Guardian Signature _____ Date _____

Although we have already collected your child's emergency contact information and medical information, if there are any special considerations of which we should be aware related to local field trips, please indicate those considerations below.



Central Virginia Governor's School for Science and Technology

Inclement Weather Transportation Form

Student Name _____

If inclement weather begins while the Governor's School is in session, the Governor's School Director will make the decision whether or not to dismiss students early. Each student must have a completed *Inclement Weather Transportation Form* on file in the Governor's School Office. It is this form the CVGS staff will use to determine the preference parents/guardians have for their students' transportation arrangements in an early dismissal situation. Regardless of the preference indicated, **each student must sign out in the Governor's School Office before leaving the building.**

In the event of inclement weather and the subsequent early closing of the Governor's School, I request that my child follow the procedure checked below.

_____ Drive home

_____ Call parent/guardian before attempting to drive home

_____ Ride the shuttle bus provided by his/her school division or wait to be picked up*

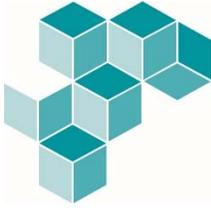
_____ Ride home with whoever would drive him/her home if there wasn't an early dismissal

_____ Other _____

***This means that, if the student drove to school, the car would remain at CVGS. Please note that if a school division does not provide a shuttle bus, the parents/guardians are responsible for their students' transportation in the event of an inclement weather early dismissal.**

Parent/Guardian Name (please print) _____

Parent/Guardian Signature _____ Date _____



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Student Image Release

Student Name _____

I give the Central Virginia Governor's School for Science and Technology permission to use photographs of my child taken at the Central Virginia Governor's School, on a CVGS activity, or during other activities dictated by the school curriculum. These photographs may be used for publication in brochures for the school, in science and education journals, on the CVGS website, or any other editorial use that includes illustrations of students at work or in CVGS programs or activities.

Parent/Guardian Name (please print): _____

Parent/Guardian Signature: _____ Date: _____

Receipt of Expectations for Student Conduct

If the student is present at the time of signing, the student should complete the section below.

I have received the Expectations for Student Conduct.

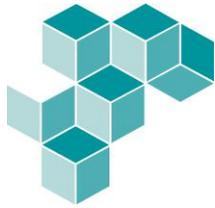
Student Signature: _____ Date: _____

If the student is not present at the time of signing, the parent or legal guardian should complete the section below.

I have received the Expectations for Student Conduct and will share that information with the student named above.

Parent/Guardian Name (please print) _____

Parent/Guardian Signature _____ Date _____



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Central Virginia Governor's School for Science and Technology

Network and Telecommunication Services Acceptable Use Policy Agreement Form

Student Name _____

Student Agreement

I have read the Central Virginia Governor's School Network and Telecommunications Services Acceptable Use Policy. I understand fully and agree to abide by the principles and guidelines it contains. I understand that these services are provided for educational purposes. In addition, I have read and agree to refrain from those actions listed which are considered unacceptable uses of network and telecommunications resources. I further understand that any violation of the policy is unethical and may constitute a criminal offense. Further, I agree to accept all financial and legal liabilities which may result from my use of the CVGS network and telecommunications services. Should I commit a violation, my access privileges may be revoked with or without notice, school disciplinary action will be taken, my parents will be notified, and appropriate legal action may be taken.

Student Signature: _____ **Date:** _____

(If you are under the age of 18, a parent or guardian must also read and sign this agreement.)

Parent or Guardian Agreement

As the parent or guardian of the student named above, I have read the Central Virginia Governor's School Network and Telecommunications Services Acceptable Use Policy. I understand that these services are designed for educational purposes. I also recognize that it is impossible for the Central Virginia Governor's School to restrict access to all controversial materials, and I will not hold them responsible for controversial materials acquired through the network and telecommunications services provided. Further, I agree to accept all financial and legal liabilities, which may result from my son/daughter's use of the CVGS network and telecommunications services. Also, I accept full responsibility for supervision if and when my son/daughter's use is not in a school setting. I hereby give permission to issue an account for my son/daughter, and I certify that the information contained on this form is correct.

Parent/Guardian Name (please print): _____

Parent/Guardian Signature: _____ **Date:** _____

Central Virginia Governor's School for Science and Technology
Student/Parent Equipment Use Agreement

This Equipment Use Agreement is between the Central Virginia Governor's School for Science and Technology (CVGS) and:

Student Name (please print): _____

Parent/Guardian Name (please print): _____

- 1. Equipment:** CVGS is loaning the following Equipment for the exclusive use of the Student. The Equipment is the property of CVGS, and is on loan to the Student for educational purposes only, subject to the conditions herein.
One Lenovo Thinkpad laptop, serial number: [LAPTOPNUMBER]
One power cord and one laptop sleeve with student name tag (to remain on sleeve)
- 2. Terms of Agreement and Return of Equipment:** CVGS is loaning the Equipment to the Student for the current School Year. The Student's use of the Equipment is a privilege and can be revoked at any time. The Student must return the Equipment upon the request of CVGS, at the end of the school year, or if the Student withdraws from CVGS.
- 3. Inspection by CVGS: The Student has no expectation of privacy in his/her use of the Equipment.** CVGS reserves the right to monitor the Student's use of the Equipment and to periodically inspect the Equipment and anything stored on it without prior notice.
- 4. Use and Care of the Equipment:** The Equipment is to be used for educational purposes only, and the Student's use of the Equipment must comply with all applicable CVGS policies. The Student should take the Equipment home for use outside of CVGS hours. The Student is responsible for the reasonable care of the Equipment, and should place the laptop in the assigned sleeve in a secure location when not in use. The Student should take care not to drop the Equipment or get it wet, and must not leave the Equipment outdoors or in a car in extreme weather conditions, or spill food or drink on the Equipment. The Student may clean the Equipment with a soft, dry cloth only.

The Student will transport the Equipment in the assigned sleeve with the student's nametag on it. The Student will bring the Equipment to CVGS each school day, fully charged. The Student and Parent/Guardian understand that if the Student comes to CVGS without the Equipment, the Student may not be able to participate in classroom activities, and his/her grade may be affected.

The Equipment is for the Student's exclusive use. The Student may not lend the Equipment to anyone, including family members and friends.

The Student will not alter, disfigure, or deface the Equipment, or cover up any numbering, lettering, or insignia displayed on the Equipment. The Student will not alter or remove any software, programs, applications, or users (except to change the password of the student user) installed by CVGS. The Student may load school-appropriate software, programs, or applications on the Equipment.

The Student is responsible for all personal data contained on the Equipment; CVGS is not responsible for any data loss. The Student should regularly back up all files and data to external media.

- 5. Responsibility for Loss or Damage due to Negligence or Willful Action and Duty to Report:** The Student and/or Parent/Guardian may be held responsible for the entire repair cost or replacement cost, whichever is less, for any damage to or loss of the Equipment related to negligence or willful action of

Student Initials: _____

Parent/Guardian Initials: _____

the Student and/or Parent/Guardian. Such damage includes, but is not limited to, defacing of the Equipment or spilling liquids on the Equipment. Any such loss or damage must be reported to the CVGS Program Coordinator or Director by email as soon as is reasonable and absolutely no later than the end of the next day that school is in session.

- 6. Responsibility for Loss or Damage NOT due to Negligence or Willful Action and Duty to Report:** Loss of the Equipment or Damage that is beyond normal wear and tear associated with appropriate use of the Equipment and which requires repair should be covered under the Protection Plan that CVGS has purchased for the Equipment. Such loss or damage includes theft or damage due to fire, power surge, natural disaster, and other accidental damages not due to negligence. The first occurrence of such loss or damage will have a maximum cost to the Student and/or Parent/Guardian of \$50, which is the deductible for the Protection Plan. Additional occurrences of loss or damage for the Equipment for the same student may not be covered under the Protection Plan, and thus may have a greater cost to the Student and/or Parent/Guardian. Loss or damage to the power cord or protective sleeve is not covered by the Protection Plan, and the cost of repair or replacement, which is less than \$50, will be the responsibility of the Student and/or Parent/Guardian. In all cases of loss or damage that is deemed by CVGS to be non-willful and non-negligent, CVGS will strive to minimize the cost to the Student and/or Parent/Guardian for repair or replacement. If the Student and/or Parent/Guardian qualify for free or reduced priced school lunch and the cost will be a financial hardship for the family, the CVGS Program Coordinator or Director should be notified of that fact so other options to cover the repair or replacement cost can be explored. In all cases, any such loss or damage must be reported to the CVGS Program Coordinator or Director by email as soon as is reasonable and absolutely no later than the end of the next day that school is in session.
- 7. Consequences of Failure to Reimburse CVGS for Repair or Replacement Costs as Noted Above:** If the Student and/or Parent/Guardian does not reimburse CVGS for costs associated with any damage to or loss of the Equipment (over and above what is covered by the Protection Plan), the Student may not be permitted to take the Equipment home. The Student may be required to check out and then return the Equipment on a daily basis.
- 8. Lack of Security Measures:** CVGS has not installed security measures on the Equipment. Thus, there is no filter or restriction of access to potentially objectionable web sites or other materials outside of the CVGS network.
- 9. Student Statement and Signature: I, the Student, have read, understood, and agree to abide with the terms of this Agreement. I understand that I may be denied access to the Equipment, held financially responsible for the Equipment, or subject to disciplinary action as noted in the Acceptable Use Policy if I do not comply with the Agreement.**

Student Signature: _____

Date: _____

- 10. Parent/Guardian Statement and Signature: I, the Parent/Guardian, have read and understood the terms of this Agreement, and I give permission to CVGS to loan my Student the Equipment under the terms and conditions set forth above.**

Parent/Guardian Signature: _____

Date: _____



Parental Permission Form

(For students under 18 years of age)

CVCC Office of Admissions & Records
3506 Wards Road ~ Lynchburg, VA 24502-2498
Phone: 434-832-7633 ~ Fax: 434-832-7793

Students under 18 years of age who are interested in taking classes at CVCC are required to obtain a parent or legal guardian's permission before enrolling. Please mail or fax this completed form to the Office of Admissions & Records before enrollment begins.

Student's Full Name: _____

CVCC Empl ID# (if known): _____

Student's Date of Birth: _____

I, the parent and/or legal guardian of the student named above, am aware that my child has applied to Central Virginia Community College, and I give him/her permission to enroll in college level courses.

Parent/Guardian Name (please print)

Parent or Legal Guardian's Signature

Date

Records Office Use only:

Svs indicator removed

Staff Initials: _____

Date entered: _____