

MCC† MELBOURNE CENTRAL CATHOLIC

Procedure for Chromebook Screen Repair

Repair Authorization Form

The school Media Specialist in conjunction with the technology department coordinates the repair work for Chromebooks. Bring the Chromebook and the completed Repair Authorization Form to the Media Center. Once the Repair Authorization Form has been received a loaner Chromebook will be issued. The fee to fix the screen is \$100.00. Students will be notified by email once the repair is completed.

Date _____ Student Name _____

Student Chromebook Asset# _____ Serial # _____

Loaned Chromebook Asset# _____ *(to be completed by the school)*

Payment \$100.00 _____

Repaired _____ *(to be completed by the school)*

Picked Up _____ *(to be completed by the school)*

Student Signature

Parent Signature
