**ART & DESIGN STUDENT AGREEMENT**

Student Name:

Student Number:

As an Art & Design student at Ashbourne College, I understand and accept that I:

1. Must regularly check and use my Ashbourne Gmail account
2. Must confirm my UCAS username and password with the college to ensure that my application can be properly supported
3. Must be responsible for purchasing the relevant equipment: a DSLR or Interchangeable Compact camera with full HD video, a laptop with Photoshop CC and/or other creative programmes installed, AirDrop applications must be active and ensuring that all equipment is properly maintained and updated.
4. Am ultimately responsible for saving and protecting my own work, and making regular and thorough backups.
5. Am responsible for collecting my work after finishing college by the end of September, and understand that any work left in the college will be disposed of
6. Must download my work from the server after finishing college by the end of August, (photography and graphics students), as my account will be deleted and any un-downloaded work will be lost.
7. Must not change my server username and password.
8. Am responsible for my own belongings such as cameras, laptops, sketchbooks etc…. and must not leave any in Art rooms or studios overnight or at lunchtimes.

In addition to the above, I am familiar with the Ashbourne College Student Handbook and am aware that any significant deviation from the above minimal expectations will be met with disciplinary action.

I also understand that Ashbourne College has a reciprocal obligation to assist me in achieving my academic goals, and as such, the College is responsible for providing me with outstanding tuition, plenty of feedback regarding my progress, a range of extra-curricular opportunities, examination preparation and pastoral guidance.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_