

Cobb County School District Office 365 Terms and Conditions

- 1) A list of all applications that will be available for students can be found here:
<http://products.office.com/en-us/student#> (see “What’s Included”)
 - a. Parental Consent Option 1:
 - i. Your child will have access to all Microsoft products except Outlook Email and Lync collaboration tools. They will receive Microsoft OneDrive and the 1TB of storage which will include Sharepoint. OneDrive does have the ability for students to communicate with each other, as well as share files. Any collaboration tools that are made available to students will be limited to internal District communications only. Students will not be able to collaborate with internet based accounts. By selecting this option, in the event that additional collaboration tools are made available, then your child will be approved to use them.
 - b. Parental Consent Option 2:
 - i. Your child will have access to download Microsoft Office products only. They will not receive OneDrive and the 1TB storage, Sharepoint, Outlook Email, Lync or any other collaboration tools.
 - c. Parental Consent Option 3:
 - i. Your child will not have access to any Microsoft Office online products and will not be able to take advantage of the free Office products to be used at home.

NOTE- You may change your selection at any time by going to the website listed below and clicking on Parental Consent Option Form:

<http://www.cobbk12.org/centraloffice/InstructionalTechnology/CR/Office365/o365Student.aspx>

- 2) The District may obtain and collect personal identification information about the students which will not be shared with 3rd parties.
- 3) Office 365 use will be subject to all applicable laws, included but not limited to: CIPA, COPPA, and FERPA, along with the District’s Administrative Rules and Policies, included but not limited to: IFBG-R, IFBGE, JR, and JR-R.
- 4) The District is not responsible for any actions of students using the Office 365 programs.
- 5) Parents are required to acknowledge that, at least between themselves and the District, you and your child are responsible for their actions while using Office 365 programs and accounts.
- 6) The District is not responsible for material created, uploaded, stored, accessed, sent, received or otherwise used by the student with any Microsoft Office 365 programs.
- 7) The District cannot monitor what the students may use their accounts for unless they are using a District provided computer, accordingly, the District is not responsible for a student’s use of the programs on other devices.

- 8) Parents are responsible for monitoring their child's use of the programs and information, documents and files their children "upload" to the cloud.
- 9) The term of this agreement shall remain in effect until:
 - a. Your child is no longer enrolled in the District.
 - b. The District or the Head of Household, as listed in the student record, terminates this agreement.
 - c. Terms and conditions are subject to change by the District at any time.

