



16 Lake Street North, Mora, MN 55051.



Pine Technical & Community College

### STUDENT USER AGREEMENT

Pine Technical and Community College (PTCC) is a monthly subscriber of the Kanabec County Telework Center. Per this monthly subscription, PTCC students are eligible to use the facility (with 24/7 access) upon the completion and approval of this student user agreement. The student user agreement needs to be completed each semester that the student is enrolled.

### STUDENT INFORMATION

Name: \_\_\_\_\_ StarID: \_\_\_\_\_ Birthdate: \_\_\_\_\_

Address: \_\_\_\_\_

Primary Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Preferred method of communication: Phone \_\_\_\_\_ Email \_\_\_\_\_

Driver's License Number (a copy of your license is also required): \_\_\_\_\_

Vehicle Description: \_\_\_\_\_ License Plate Number: \_\_\_\_\_

Current Educational Program/Major: \_\_\_\_\_ Anticipated Graduation Date: \_\_\_\_\_

Current Equipment Needs (select all that apply):

Work Station with Wireless Connection for Use of Personal Equipment

Work Station with Computer

Printer

Phone

Other (describe) \_\_\_\_\_

### FACILITY & USER EXPECTATIONS

I acknowledge that the use of the Kanabec County Telework Center is contingent on complying with the following expectations. Failure to comply with any statement may result in being temporarily removed from or permanently blocked from using the Kanabec County Telework Center. Please initial each of the following statements.

\_\_\_\_\_ Users must be 18 years of age or older.

\_\_\_\_\_ The facility is under constant surveillance and tampering with surveillance equipment will not be tolerated.

\_\_\_\_\_ Respect the facility, equipment, and facility staff. All areas should be cleaned after use.

\_\_\_\_\_ Only students who have registered with PTCC and the Kanabec County Telework Center are allowed to use the facility. Do not share access with non-users.

\_\_\_\_\_ No equipment is to be removed from the Kanabec County Telework Center.

\_\_\_\_\_ If you encounter any problems with the facility or equipment, promptly report problems to the facility manager.

### REQUIRED DOCUMENTATION

Copy of valid driver's license

Copy of current PTCC course schedule

User Signature: \_\_\_\_\_

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

PTCC Approval: \_\_\_\_\_

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

Kanabec Co. Telework Center Approval: \_\_\_\_\_

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

**Note to student:** Please return this agreement to Erin White, office 111 in the Student Success Suite for approval and PTCC signature. Please email this application to Mora Area Chamber Director, Jenna Grabowski, at [moraareachamber@gmail.com](mailto:moraareachamber@gmail.com) or bring to 16 Lake Street North, Mora, MN 55051. If approved, Jenna will contact you directly to provide access to the facility. Please contact the Kanabec County Telework Center at 320-679-5031 with questions.