

## Getting a laptop – Spring/Summer 2012

All students are required to attend a laptop distribution session prior to the start of classes. At the laptop distribution session, students will receive their laptop (model based on program) and all components to assist them with their technology-intensive learning. Laptop bags will be provided to first year students only.

### Things You Need To Know:

- Laptop distribution will take place at the Laptop Distribution Center in the Gordon Willey building, D-wing, room D116;
- Distribution will take place from Monday, April 30, 2012 – Friday, May 11, 2012 at D116 (excluding weekends);
- Time of operation will be from 8:30am to 4:30pm; and
- You cannot have a family member or friend pick up your laptop for you. The student that the laptop is being assigned to must attend in person to receive it.

### STEP ONE: Before you can pick up your laptop, you must:

- Obtain your UOIT student ID card at [Campus ID](#); and
- Pay or defer your Technology-Enriched Learning fee (previously Mobile Learning fee). Payment has to be made a minimum of five business days prior to the scheduled laptop pick up date.

Payment - Please be advised that payment methods have changed. Credit card, debit, cash and non-certified cheques are no longer an accepted form of payment (see [Payment Options](#) for further details). Payments must be made at least **five business days** prior to the scheduled laptop pick up date.

OSAP - Financial deferment of the Technology-Enriched Learning fee is not available to students, except in cases where the student has a UOIT approved *Promissory Note for Deferment of Fees*. For more information about completing a promissory note, please [click here](#).

### STEP TWO: Pick up your laptop and attend a laptop activation session.

To pick up your laptop please visit:

Laptop Distribution Centre for Mobile Learning  
2000 Simcoe St. North  
Gordon Willey Building  
D Wing, Room D116

To view an interactive campus map, [click here](#).

Please ensure that you provide the following items when picking up your laptop:

- Identification [UOIT student ID card](#) - no other ID will be accepted.

- Proof of Deferment (if applicable) - Appropriate documentation must be provided from the Accounting office if fees have been deferred.
- Student Learning Tool Agreement – If you are under the age of 18 on the day you pick up your laptop, you will be required to have a parent/guardian sign your [Student Learning Tool Agreement](#) form on your behalf. Please ensure that you bring this signed copy with you when picking up your laptop.