



School iPad Return Checklist

Dear 6th and 7th-grade students,

I'm happy to announce that middle school students will be receiving new school iPads for the upcoming school year 2020-2021.

We will be collecting your school-issued iPads on Thursday, June 4th. More detailed information will be sent out by Mrs. Sanchez.

iPad collection checklist:

What to do before my iPad is collected?

1. Make sure you have a successful recent **iCloud Backup** including pictures or documents you would like to keep.
2. Make sure Notability is being synced with your Google Drive.
3. If you purchased any Kindle books with your school Google account, then log in to your Amazon account and change the email to a personal one. This way, all your purchases are now linked to a personal account and not the school Google account.
4. Make sure to **sign out** of your iCloud account-Settings-Tap on your profile picture-tap on the sign-out.
5. Make sure to **sign out** of iTunes-Settings-iTunes & App Store-Tap on Apple ID-tap on the sign-out.
6. **Remove** passcode to unlock your iPad.
7. Do **NOT** reset your iPad.

What will be collected?



1. iPad- Students please remove Otterbox case, this case belongs to you. It fits the 5th and 6th generation iPad.
2. Charging Box- It is the white box that plugs into the electrical outlet. (\$20)
3. Lightning Cable- It is the white cord that has a lightning connector on one end and a USB Type-A connector on the other end. (\$20)

iPads will be inspected for broken screens and functioning Touch ID, charging port, headphone jack, and front and back camera. Student accounts will be billed for a damaged iPad, missing charging bo, or lightning cable.