

SYSC 4203 Student Course kit

Kit number: _____ Date: _____

Outlined in this document are the policies and procedures for students' kits for the above-mentioned course. **To pick up the student kit you must**

1. Go to the SCE department office, ME4456, to process the deposit for the kit. The deposit will be done by (Interac/Visa/MC) only. This document will be signed by a representative from the SCE department office to confirm a deposit has been received. The deposit can be split between the two students obtaining the kit. The total deposit for the kit is \$99.00.
2. Once your deposit has been processed at the department office you will go to the Technical support office ME4224a to be assigned a kit. Bring this document.
3. You will need to provide your student card and this document to get a kit. A representative from the SCE technical staff will sign this document as proof that you have been assigned a kit.
4. The deposit will only be returned to the person who paid the deposit originally. This will be done on the condition that the kit is returned as it was assigned to the student.
5. Should there be any deficiencies in the kit i.e. missing or broken items there will be a cost deduction for that item.
6. If the kit is not returned at the end of the term your Professor may withhold your marks for the course.

SYSC 4203 kit contents and information.	Cost	Returned condition/charge
OP97 x 1	6.00	
ISO124 x 1	31.00	
AD620 x 1	15.00	
LM741 x 4	1.50 (\$3.00)	
Bread Board x 1	35.00	
Kit case x 1	3.00	
Wire Strippers x 1	13.00	
9 Volt Rechargeable/batteries x 2		
9 Volt battery leads x 2	2.00 (\$4.00)	
Electrodes with snap x 3	8.00 (\$24.00)	
Electrode extension with pin x 3	8.00 (\$24.00)	
Stereo cable	5.00	
End of term deposit refund amount		

Student Name (Print, : _____ Student number,) : _____

Student Name (Print, : _____ Student number,) : _____

SYSC Department office confirmation of deposit: _____

SYSC Technical staff confirmation of kit assignment: _____

SYSC 4203 Student Course kit

Return form

Kit number: _____ Date: _____

1. Upon completion of final project have TA sign off that your kit is functional
2. Return kit to the Technical support office ME4224a. Should there be any deficiencies in the kit i.e. missing or broken items there will be a cost deduction for that item. Bring this document.
3. Bring this completed form to the SCE department office, ME4456, to process the refund for the kit. The refund will be processed the same way it was paid (Interac/Visa/MC).
4. If the kit is not returned at the end of the term your Professor may withhold your marks for the course.

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End of term deposit refund amount		

Student Name (Print, : _____ Student number,) : _____

Student Name (Print, : _____ Student number,) : _____

TA/Faculty member confirmation kit is in functioning order for last project. _____

SYSC Technical staff confirmation of kit return: _____

SYSC Technical staff charge for missing/damaged items (see table above): \$ _____

Total amount to refund to student: \$ _____

SYSC Department office confirmation of deposit refund : _____