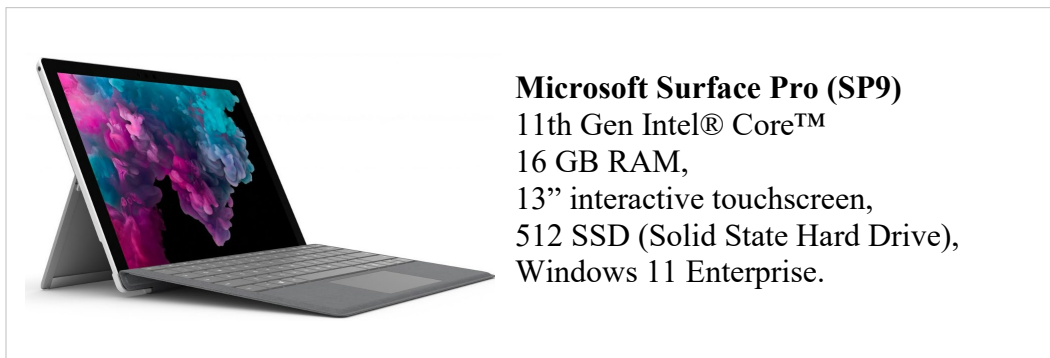




Device Rollout for New Students – 2025-2026

Appleby College is a recognized leader in integrating computers into an exceptional learning experience. We understand that technology in school means more than accessing the Internet. A student's computer is a critical tool that extends their opportunities and capabilities to learn, to communicate, to research, and to connect – all important competencies for the 21st century.

New students entering the 2025-2026 school year will therefore receive the **Microsoft Surface Pro 9**, with keyboard and stylus.



Laptop Rollout Process

A rollout session is mandatory for all students.

Sessions have been arranged to meet the varying needs of our students and ensure they are successful in accessing school resources before the start of their academic year.

New International or Long-Distance Boarders (Grades 9-12)

International or long-distance *boarders* will receive their device during the New Boarder Orientation Program. Details will be sent prior to students' arrival on campus.

Should a student wish to attend a session over the summer, in advance of their orientation, they are welcome to sign up for a session, following the guides below.

New Middle One to Senior Two Students (Grades 7-12)

Rollout sessions will be held on the dates and times outlined below and are one hour in length, starting promptly at 10:00 a.m. or 2:00 p.m. Please note that you need to attend only *one* of the following sessions:

Thursday, August 21 and Friday August 22, 2025

Monday, August 25 to Friday, August 29, 2025

Session 1: from 10:00 - 11:00 a.m.

Session 2: from 2:00 - 3:00 p.m.

Location: Raymond Massey Reading Room (RMRR)

Please arrive and park in front of the Nicholas Arts Centre, making your way to the library (located just above the Schlesinger Dining Hall).

During the information session students will:

- Have their photo taken
- Receive their device and equipment
- Log into the device for the first time and create their unique password
- Ensure account recovery options are set (*a secondary email or cellular phone number is required*)
- Learn the basic care of the device
- Review Technology policies and expectations (for the device, network, and application access)

As part of the program, all students are issued equipment, software and specialized courseware designed for Appleby.

How to sign up for a session

Log-on to <https://calendly.com/newstudentrollout/2025> to view available sessions.

If you have more than one student attending a session, please book a separate session for each student. Students need only attend one session.

Instructions:

1. Select a *date/time* for your rollout session, pressing *confirm* when prompted
2. Enter the ***Student*** information (First and Last Name and **Student Number** – available in the welcome email sent earlier in the year)
3. You may enter your *cell phone number* to sign up for reminders, as an option
4. Press *Schedule Event* when completed

Protective Bags & Sleeves

Students must carry their devices in a proper computer bag or protective sleeve, ensuring that equipment is stored separately from the device to prevent damage. Please ensure that you have your bag or sleeve with you when attending your session.

Should you have any questions or concerns, please contact Elaine Duggan, director, IT services at 905-845-4681 ext. 107, or by e-mail eduggan@appleby.on.ca.