



## STUDENT HANDBOOK

# APPENDIX – BRING YOUR OWN DEVICE POLICY

### International Students

It is a requirement of some courses that you have an electronic device to enable you to participate in classroom activities and complete your course. Your pre-enrolment information including your Letter of Offer will inform you if you are required to bring your own device for your course. Please refer to your Letter of Offer for your specific course requirements.

If your course requires it, you need to bring your own device. ALG does not provide students with electronic devices. The device must meet the following requirements:

- Be charged with at least 7.5 hours of battery life
- Have access to Microsoft Office (Word) or equivalent to write assignments
- A PDF reader to open PDFs from online research tasks
- Access the internet to conduct basic research

There is no in-class charging available due to it causing a potential workplace safety issue, which may put you, your peers, teachers and staff at risk. Such hazards may include power cords not safely secured therefore causing a trip hazard, or too many devices using a power outlet or double adapters causing a power point overload.

ALG will provide common-area charging stations only, which will support a limited number of devices at any one time. This area must be kept clean and tidy by students and ALG takes no responsibility for property left in this area. Please keep your device secure at all times. Your device is your responsibility and you must stow it safely and securely.