



Returning Your Technology

While you are diligently preparing to take your next steps after high school, we would like to remind you of your obligation to return any/all key equipment that was provided to you throughout your enrollment at PA Cyber. **Key equipment that needs returned to PA Cyber includes any/all PA Cyber issued laptop(s) (including power cords), iPads, MIFI device(s), and/or Assistive Technology items.**

Items that do not need returned include the following: Printers, ink cartridges, calculators, and other materials/supplies.

Between now and the middle of May, all prospective graduates will receive an email with a pre-paid shipping label that should be used to return your equipment. **Once you receive the email with the pre-paid shipping label, you MUST PRINT it within 5 days.** Once the label is printed, it is valid for 6 months. *If you do not print the label within the 5 day timeframe the label is voided and a new label will be required.*

- ▶ For graduating students who complete all graduation requirements by May 19th, 2025, your equipment **must be returned using the pre-paid shipping label by June 6th, 2025.**
- ▶ For graduating students attending an in-person ceremony, you may bring your equipment to the ceremony to be collected by our technology team.
 - You only need to return your PA Cyber issued laptop (including power cords), iPads, Mifi, and/or assistive technology.
- ▶ For graduating students who do not complete all graduation requirements by May 19th, 2025, your equipment **must be returned using the pre-paid shipping label within 7 days** of completing the graduation requirements.

Upon your enrollment at PA Cyber you signed an agreement that required each PA Cyber student to return all issued equipment upon withdrawal/graduation from our school. As you complete your graduation requirements, it is very important that you adhere to the agreement that was signed. PA Cyber reserves the right in all cases to undertake additional collection measures to ensure the return of our equipment after a student leaves.

Should you have any questions or concerns regarding any item that may need returned or need assistance with obtaining a new mailing label, please contact Marisa Vuckovich at (724) 888-7826 or via email:

marisa.vuckovich@pacyber.org.

