

Student Equipment Rental System

Rules and Regulations

1. Eligibility

Only currently enrolled students with a university account are eligible to borrow equipment.

2. Reservation

Equipment can be reserved in advance through <https://www.ksu.org.mt/services/rentals>. A reservation is only valid once the student signs the application form and a photocopy of a legal ID card or residence permit is taken by KSU.

3. Deposit

A refundable deposit is required for each equipment rental. The deposit amount is determined based on the value of the equipment. Deposits must be paid in cash. Deposits will only be refunded once the non-consumable object is returned in the exactly same condition, and can be confirmed by KSU, as it was borrowed. See Appendix for the Deposit List.

4. Rental Duration

Equipment can be borrowed for a specified period as agreed on the application form. Late returns may result in the part or all of the deposit to be kept and suspension from rental privileges.

5. Equipment Condition

Users are responsible for the equipment's condition during the rental period. Any damage or malfunction must be reported immediately. Users may be held financially responsible for repairs or replacements due to misuse.

6. Return Procedure

Equipment must be returned to the designated location within the agreed-upon timeframe. A KSU member will inspect the equipment upon return to ensure it is in the same condition as when borrowed. Students must return all equipment rented to KSU upon the agreed upon date of termination. The University will preclude students who do not abide by this regulation from graduating.

7. Cancellation Policy

Users should notify KSU promptly if they need to cancel a reservation.

8. Usage Guidelines

Equipment should be used only for its intended purpose. Users should follow all safety guidelines and instructions provided by KSU.

9. Security Measures

Users are responsible for the security of the equipment while in their possession. Theft or loss must be reported immediately to KSU.

10. Policy Enforcement

Failure to comply with the rules may result in temporary or permanent suspension of equipment rental privileges. Students must return all equipment rented to KSU upon the agreed upon date of termination. The University will preclude students who do not abide by this regulation from graduating.

11. Policy Review

KSU reserves the right to review and update these rules periodically.

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Appendix

Item	Deposit Amount €
2 Channel DC Supply	20
Camera	100
Dissecting Kit	15
Lab Glasses	5
Laptop	100
Nitrile Gloves	0
Normal Calculators	10
Oscilloscope	100
Scientific Calculators	10
Sphygmomanometer	30
Wireless Presenter	15
Tripod	40
Lapel Mics	40

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Application Form

Personal Information

Full Name: _____

ID Number: _____

Contact Number: _____

Email Address: _____

Residential Address: _____

Equipment Details

Equipment Requested: _____

Rental Start Date: ____/____/____

Rental End Date: ____/____/____

Deposit Agreement

I, the undersigned, understand and agree to the following terms and conditions related to the security deposit for the equipment rental:

A refundable security deposit of _____ is required for the equipment rental.

The security deposit will be refunded upon the return of the equipment in the same condition as it was at the time of rental.

I am responsible for any damages, loss, or theft of the rented equipment during the rental period.

In the event of damages or loss, KSU reserves the right to recover costs up to the full value of the equipment.

I understand that the rented equipment will be inspected upon return, and any discrepancies will be noted.

Declaration

I hereby acknowledge that I have read and understood the terms and conditions outlined in this application form and the rules and regulations found on the KSU website. I agree to comply with the rules and regulations set forth.

Signature: _____ Date: ____/____/____