

May 8, 2018

In conjunction with the Connecticut Commission for Educational Technology, Google for Education has developed an amendment to the GSuite for Education Online Agreement ([click here to view language](#)) that will provide school districts throughout the state with a mechanism for compliance with PA 16-189/17-200. Google will provide each district with the opportunity to accept the amendment through a click-through page, in a similar fashion to how you initially accepted the GSuite for Education agreement.

In order for Google to provide the amendment to the appropriate contact and ensure the addendum is attached to the proper domain, we are asking that you please fill out this [Google Form](#) so that we have the correct contact to whom we can send the amendment. Please note that the contact on the form must be someone from your district who is legally empowered to accept the amendment on your district's behalf.

Once we receive the information for your district's point of contact, that individual will receive an e-mail from Google's contract management system (MOCA), similar to [this sample](#). Please make sure that your district contact clicks the link included in that e-mail to review the addendum and click "Accept Amendment" at the bottom of the page. We also strongly recommend that you print a copy of the executed addendum (agreement) for internal record keeping.

Here is a quick rundown of the process and links:

- District completes the [Google Form](#) to provide the contact information of the individual who will review and sign the addendum agreement
- Google sends e-mail from MOCA with link to addendum agreement ([see sample here](#))
- District reviews and accepts addendum agreement ([see sample here](#))
- District prints and stores executed addendum

If you have any questions, please do not hesitate to reach out to Peter Logli (peterlogli@google.com) or John Allen (johnallen@google.com) for additional information.