

# Alternate Format Materials Request Form



## Accommodations Committee

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STUDENT NAME

DATE

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STREET ADDRESS

CITY

STATE

ZIP CODE

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PHONE

EMAIL

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DATE FOR RECEIPT OF MATERIALS NEEDED

### 1. Type of Materials Being Requested

Book

Article

Course Pack

Research Materials

Other: \_\_\_\_\_

### 2. Please attach a copy of your course syllabus

### 3. Please provide any details about upcoming reading assignments we need to consider while fulfilling your request.

### 4. Optionally, you can upload a receipt, rental slip or other item which demonstrates possession of the requested material in case it is required by the publisher.

### 5. I verify possession of the academic materials being requested and can provide Assistive Technology Services with proof of possession should it be necessary to fulfill my request for alternative format materials.

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SIGNATURE

DATE