

University of Mary Washington Accessible Text Agreement

Office of Disability Resources

In accordance with the United States Copyright Law:
Chapter 1 of Title 17, **United States Code**, Section 121

Student Name	<input type="text"/>	Date	<input type="text"/>
Phone Number	<input type="text"/>	Email	<input type="text"/>
ID Number	<input type="text"/>		

Please Read Carefully

- As a student receiving services through the Office of Disability Resources, I agree to the following:
 - Complete an Accessible Text Request form for every individual book
 - Provide purchase receipts for requested material
 - Provide a course syllabus for each textbook. If syllabus is not available upon time of text purchase, please send as soon as possible.
 - Notify Disability Resources of **any changes** in class schedule or course syllabus, which affect book requests **immediately** by e-mail (cshewak@umw.edu) or phone (540-654-1266).

Additional Notes:

- Per US Copyright laws, Audio CDs produced by the Office of Disability Resources cannot be reproduced, transferred, or shared with any other person. Please destroy any Disability Resource Audio CD(s) you will no longer be using. If you would like to recycle the material for others to benefit, please take advantage of an eco-friendly option by returning Audio CDs to the Office of Disability Resources.
- Books with purchase receipts are scanned on a first come, first served basis. Please allow 4-6 weeks for processing during busy times.
- You will be informed via e-mail when your orders are ready.
- Contact Disability Resources if you have any questions about your accessible materials.

Signature Field	<input type="text"/>	Date/Time Field	<input type="text"/>
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