

# NOTETAKER REQUEST FORM

NAME: \_\_\_\_\_ TODAY'S DATE: \_\_\_\_\_

PHONE #: \_\_\_\_\_ UC BOX: \_\_\_\_\_ SEMESTER: \_\_\_\_\_ YEAR: \_\_\_\_\_

EMAIL: \_\_\_\_\_ RESIDENCE HALL: \_\_\_\_\_ RM: \_\_\_\_\_

OFF CAMPUS ADDRESS:

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*You must notify Disability Support Services immediately if you schedule (additions or deletions) changes. Notetakers are not to provide notes if you are absent from class. Consistent unexcused absences is reason for suspension of notetaking services. If you are not receiving notes from your notetaker as agreed, first talk to the notetaker. If the problem persists, contact Disability Support Services. Notetakers are paid an honorarium for their assistance.*

Course Title, Section & Professor	Notetaker's Name	How notes will be delivered	Student Initials	Notetaker Initials

