

Audio Recording Agreement

Disability Support Services
Southern Adventist University

Audio-Recording Policy

In accordance with Subpart E of Section 504 of the Rehabilitation Act of 1973, a student with a qualifying disability which adversely affects his/her ability to take or read notes may be permitted to audio-record class lectures as a form of reasonable academic accommodation. Use of this accommodation is subject to the following conditions:

1. Recordings of class lectures are only for the student's personal use in study and preparation related to the class.
2. The student may not share these recordings with any other person, database, or resource.
3. The student may not publish or quote the recording without the written consent of the lecturer.
4. The student agrees to return all recorded lectures to the lecturer or to DSS (if DSS provided the equipment for the student's use), or to destroy all recordings that were made when they are no longer needed for the class for which they were recorded.

I, _____, hereby certify that I have read and agree to abide by the Audio-recording Policy. I agree to destroy or return to the lecturer or DSS all recorded lectures by the end of the semester or when the recordings are no longer needed to complete their respective courses. I understand that failure to abide by the set policy constitutes copyright infringement and academic misconduct and may also result in the suspension or revocation of this accommodation. I understand that this agreement will remain in effect as long as I am a student at Southern Adventist University or until DSS has accounted for all recorded lectures.

Student's Signature: _____ Date: _____

Disability Services Director's Signature: _____ Date: _____

Professor/lecturer:

The above referenced student has shown me this signed document.

Professor/lecturer Signature: _____ Date: _____