

Center for Accommodative Services

Audio Recording Lecture Policy

Date: _____

Tape recording is one of the accommodations specifically identified in Section 504, Subpart E, Postsecondary Education, of the Rehabilitation Act of 1973 as a means of ensuring full participation in educational programs or activities for students with disabilities. It is considered a reasonable accommodation under the law. Refusal to allow this accommodation to qualified students violates federal law (84.44 of Section 504 of the Rehabilitation Act of 1973 [P.L. 93-112, amended P.L. 93-516]). Faculty have the right to protect intellectual property and ensure that the use of recordings are for the sole use of the student as an accommodation and may require students who use recordings to sign an agreement that protects the rights of the instructor and students in the class.

Audio Recording Agreement

- I understand that because of my disability, I have the right to produce audio recordings of class lectures for my personal study use only.
- I understand that the recording may not be used or released for any other purpose.
- Recorded lectures may not be used in any way against the faculty member, other lecturers, or other students whose comments are recorded as part of a classroom activity.
- I understand that information contained in the audio-recorded lecture is protected under federal and international copyright legislation and may not be published, released, or quoted without the lecturer's explicit written consent and without properly identifying and crediting the lecturer.
- I understand that at the discretion of the instructor, audio-recording may be prohibited during portions of classes that involve personal discussion and self-disclosure.
- I understand that violation of this agreement may subject me to discipline under the PSC Student Code of Conduct, subject me to liability under copyright laws, and/or civil litigation. I have read and understand the above agreement.
- I further understand that the reference to recordings includes any transcript produced from the recording.

Course Prefix & number	Faculty name (printed)	Signature	Date
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
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_____	_____	_____	_____

Student Signature

Learning Specialist