

Alternate Text Request Form

A minimum of **48 hours** is required for single chapters and handout requests.

Student _____ S.S.# _____ Date _____

Date Material is Needed _____ Class _____

Requested Text Format Cassette Tape _____ CD _____

Braille _____

Type of Material: Hand out _____ Name _____

Brochure _____ Name _____

Book: Date Requested from: RFB&D _____

Text Name _____

Publisher _____

Edition: _____ ISBN# _____

Chapters needed _____

***Class Syllabus must be attached**

Office use Only

Date Completed: _____ Pick up date: _____

Reader: _____