



# Cardinal Stritch University

## ALTERNATIVE TEXT INDIVIDUAL USE AGREEMENT

I, \_\_\_\_\_ have provided Academic Support with documentation of a disability which substantiates my need to receive textbooks or other copyrighted course materials (hereinafter, "Course Texts") in a format other than standard print as a reasonable accommodation for my disability. Based on this documented accommodation need, Academic Support may provide me with course texts in an audio or electronic format (hereinafter, "Alternative Format").

I acknowledge that Academic Support creates the alternative format at my request from course texts that I provide to the Alternative Textbook Facilitator at Academic Support:

- I have purchased and own a paper copy of this text and agree to provide a copy of the receipt or other proof of purchase to Academic Support for any texts that I request in alternative format.
- I agree that all course texts provided to me in alternate format will be utilized only by me and only for educational purposes consistent with the particular course.
- I agree not to share or distribute any such alternate format course texts with other individuals, regardless of my perception of their need for the alternative format.
- I agree that if I share any alternate format course text with others, or use any alternate format course text for an unauthorized purpose, Academic Support may reasonably refuse my requests to use or receive such materials in the future.

I agree to return any audio tapes, diskettes, compact discs or other file containing alternate format course texts to Academic Support at the end of the course or upon Academic Support's request, without retaining a copy of the same. I also agree to delete all digital audio files, such as MP3 files, or electronic text files from my computer, portable player or network space at the end of the course.

I also agree to return any audio player, earbuds, USB cable, case, battery pack, and printed guides to be used with the player by the end date of the course listed below. I understand that if I do not return a device or return it damaged beyond normal wear and tear, I am responsible for reimbursing Academic Support for the full replacement cost. I understand that unpaid obligations on my part will bar the University from releasing my grade reports and transcripts and will bar me from the use of an Academic Support-provided audio book player or device in the future.

Book: \_\_\_\_\_ ISBN: \_\_\_\_\_

Audio Player or Device: \_\_\_\_\_ Course End Date \_\_\_\_\_

\_\_\_\_\_  
Print name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date