

Alternate Format Request Form

It is the student's responsibility to submit a Request Form 4-6 weeks prior to the first class. While we will make every effort to give you the format you prefer, we cannot always guarantee that your preferred format will be available.

Please Print Neatly. Incomplete forms may result in delays in receiving your books in alternate format.

Name: _____

SSN: _____

Address: _____

Student ID: _____

Phone: _____

Semester: Summer Spring Fall Year: _____

Email: _____

Format: E-text Tape Campus: Wisconsin Rapids Adams Marshfield Stevens Point

Book 1: Title: _____

Course: _____ _____ _____ Instructor: _____ _____	Book Cost: _____	For Office Use Only RFBD #: _____ RFBD Ordered: _____ RFBD Received: _____ E-text: _____ Provided: _____ Returned: _____
	Author: _____	
	Copyright: _____ Edition: _____	
	Publisher: _____	
	ISBN: _____	

Book 2: Title: _____

Course: _____ _____ _____ Instructor: _____ _____	Book Cost: _____	For Office Use Only RFBD #: _____ RFBD Ordered: _____ RFBD Received: _____ E-text: _____ Provided: _____ Returned: _____
	Author: _____	
	Copyright: _____ Edition: _____	
	Publisher: _____	
	ISBN: _____	

Book 3: Title: _____

Course: _____ _____ _____ Instructor: _____ _____	Book Cost: _____	For Office Use Only RFBD #: _____ RFBD Ordered: _____ RFBD Received: _____ E-text: _____ Provided: _____ Returned: _____
	Author: _____	
	Copyright: _____ Edition: _____	
	Publisher: _____	
	ISBN: _____	

By signing below, I indicate my agreement with the following responsibilities and terms: I am enrolled at Mid-State Technical College and registered for the above class(es). I am qualified to receive text in alternate format. I agree that the alternate media I receive will be used solely for my own educational purposes. I understand that I must return the alternate media and equipment at the end of the semester or a HOLD will be placed on my file. I have purchased a copy of the textbook.

Failure to comply with this agreement may result in judicial action by the College and the Publishers.

Student Signature: _____ Date: _____