



### Request for Books-on-Tape

*Students requesting books-on-tape must submit a list of classes, professors, and all required textbooks to the Office of Services for Students with Disabilities (OSSD). Students are advised to submit this list prior to start of the semester. Books-on-Tape can take up several weeks to receive. Books-on-tape are available on loan only; for one semester. Students must return books-on-tape at the end of each semester.*

Name: \_\_\_\_\_

Student ID #: \_\_\_\_\_

Date request submitted: \_\_\_\_\_

**Please provide the following information:**

Course & Section: \_\_\_\_\_

Professor: \_\_\_\_\_

Required Textbooks:

Title: \_\_\_\_\_

Author: \_\_\_\_\_

Edition/Year: \_\_\_\_\_

RFB&D Availability: \_\_\_\_\_

(OSSD Use Only)

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Course & Section: \_\_\_\_\_

Professor: \_\_\_\_\_

Required Textbooks:

Title: \_\_\_\_\_

Author: \_\_\_\_\_

Edition/Year: \_\_\_\_\_

RFB&D Availability: \_\_\_\_\_

(OSSD Use Only)

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Course & Section: \_\_\_\_\_

Professor: \_\_\_\_\_

Title: \_\_\_\_\_

Author: \_\_\_\_\_

Edition/Year: \_\_\_\_\_

RFB&D Availability: \_\_\_\_\_

(OSSD Use Only)

**OSSD Use Only:**

Request reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_  
(OSSD staff member)

Date Books Ordered: \_\_\_\_\_

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**BOOKS PICK-UP INFORMATION**

**Date Books Picked-Up by Student:** \_\_\_\_\_

**Books Picked Up:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Student Signature:** \_\_\_\_\_

**OSSD Staff Signature:** \_\_\_\_\_

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**BOOKS RETURN INFORMATION**

**Date Books Returned:** \_\_\_\_\_

**Books Returned:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Student Signature:** \_\_\_\_\_

**OSSD Staff Signature:** \_\_\_\_\_

