

Alternate Textbook Format Request

Student's Name _____ FSW email _____

Student Requirements

1. Students **must** present a receipt of purchase for all books requested. The receipt **must** verify payment, no 'estimates'.
2. Students should provide their first and second preference with the understanding that their first choice may not be available.
3. Students provide textbook information in the chart below or a print out of the required textbooks via FSW portal.

Student Responsibilities

1. I agree that I am enrolled for the semester and the particular course(s) for which I am requesting alternatively formatted materials at Florida SouthWestern State College.
2. I have provided the Office of Adaptive Services with appropriate documentation of the disability that prevents me from using standard printed material. I understand that this documentation will be kept on file at the college.
3. I understand that I must purchase instructional materials at the same cost as other students.
4. I agree that I will not copy or reproduce alternatively formatted instructional materials nor allow anyone else to do so pursuant to the requirements of the copyright revision act of 1976 as amended (17 U.S.C. §101 et seq.).
5. I will not share alternatively formatted materials with any other party.
6. I understand that any violation of this request may be considered a violation of the college's Student Code of Conduct and may result in penalties including suspension and expulsion. Violations may also constitute a violation of federal and/or state laws and may result in civil or criminal prosecution, payment of fines or other moneys to the copyright holder, and/or incarceration.

Student Signature

Date

OAS Staff Signature

Date

Department of Student Affairs and Dean of Students
Office of Adaptive Services

Preferred Textbook Format (PDF, Audio)

When requesting PDF files, students are required to provide OAS with a thumb drive/storage device.

1st Choice: _____

2nd Choice: _____

Textbook Information

Office Only	Course - Section	Title of Textbook	Edition #	Author(s)	Textbook ISBN - on cover not on wrap	Name of Book Publisher
	PSY 2012-172	Psychology in Action	10 th Edition	Huffman	9781118129135	Wiley