INDIVIDUAL USE AGREEMENT

I have provided the Accessibility Resource Center (ARC) 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, ARC may provide me with Course Texts in an electronic format (hereinafter, “Alternative Format”).

I acknowledge that ARC creates or finds the Alternative Format when I submit the electronic Alternative Text Request Form to the Alternative Textbook Coordinator at ARC. I agree to provide a copy of the receipt or other proof of purchase to ARC for any Course 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 will not 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, ARC may reasonably refuse my requests to use or receive such materials in the future.

Lastly, I also agree to delete all digital course texts, readings, or other electronic alternative text files from my computer (desktop, laptop, tablet or other similar device) at the end of the course.

________________________________________  ________________________________
Signature                                      Date