

Columbia College Disability Services Request for Alternate Format Materials

This form is to be used for requesting alternate format materials such as textbooks and classroom handouts.

*It is the responsibility of the student to submit this request to library services. Please be aware that securing alternate format materials can take up to one month or longer, dependent upon the format required. *One form should be filled out per course**

To be filled out by the student:

Student's Name	Student ID#:
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Program	Course
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Type of Alternate Formal Material Required:

Date Requested	Date Required
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Signature of Student	Date
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For Office Use Only

Date Received:

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