

Request for Note Taking Services

Name: _____

ID Number: _____

I am requesting note takers for the: (circle one)

FALL

SPRING

INTERSESSION

SUMMER

Semester of 20_____.

I want note takers in the following classes:

Example: CRN #	ENG 272	MWF	1:00-1:50	WH-210

I understand:

- 1. Requests for note taking should be made as soon as possible. Requests made after the start of the semester may take up to three weeks to fill.**
- 2. Family members are not eligible for employment as note takers under the University's rules governing nepotism.**
- 3. I will be asked to sign an *Agreement for Note Taking Services* for each semester that I use note taking services.**

Student Signature

Date

*This form is available in alternative formats upon request.
Contact Lori Musser, 625-9516.*