

# Office for Students with Disabilities (OSD) Alternative Formats Request Form

Please completely fill out all information for each book requested. Incorrect or incomplete information may cause a delay in your request.

Date: \_\_\_\_\_ Semester: \_\_\_\_\_

Student Name: \_\_\_\_\_ UTA ID #: \_\_\_\_\_

UT Arlington E-mail: \_\_\_\_\_

**I have read and understand the complete policies and procedures regarding alternative formats established by the Office for Students with Disabilities.**

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
OSD Staff Signature

\_\_\_\_\_  
Date

Please check alternative format preferences:

Image (scan only)    **or**     Full Text (OCR)

Format Desired:  .doc     .docx     .txt     .rtf     .pdf     .tiff

Output Desired:  CD     E-mail (files smaller than 2Mb)     Flash/Jump Drive     Braille     Online

Complete this information for each book:

Course: \_\_\_\_\_ Instructor: \_\_\_\_\_

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

Publisher: \_\_\_\_\_ ISBN: \_\_\_\_\_

Scan entire book    **or**     Scan selections: \_\_\_\_\_

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