



Adaptive Technology Center
FOR NEW JERSEY COLLEGES
AT THE COLLEGE OF NEW
JERSEY
P.O. BOX 7718
EWING, NJ 08628-0718 Phone 609-
771-2610
Fax 609-637-5179

STUDENT E-TEXT AGREEMENT

(FAX 609-637-5179)

The Adaptive Technology Center for New Jersey Colleges provides assistive technology loans to New Jersey College students with disabilities for a semester trial period. If you are a NJ college student with a disability and you have already contacted your Disability Support Office and provided them with the appropriate documentation, and have searched and been unable to find the text from other databases you may complete the following form to request a piece of assistive technology to meet your academic needs.

AGREEMENT ON USE OF ALTERNATE FORMAT MATERIALS

The New Jersey AltFormat Center operated by The Adaptive Technology Center works to ensure that accommodations are provided for students with documented, qualifying disabilities. In order to offer this service and comply with the law, the following policies and procedures apply to the use of alternate format material.

Please read the statements below. You must agree to the following in order to have your request processed.

- I understand that I must document a qualifying disability to my college's Disability Support Office and they will determine the eligibility of receiving altformat materials.
- I understand that I must have purchased and own a physical copy of all materials requested in altformat format.
- I understand I will provide a copy of the original hard copy material to the NJ AltFormat Center. The center will remove the binding of the book, separate the pages, and comb-bind the book for return.
- I understand I must be registered and enrolled in the classes for which I am requesting the materials.

- Copying, sharing or redistributing materials from the NJ AltFormat Center in any form or to any person other than the individual making the request is prohibited by law and a violation of the publishers' rights.
- I understand that any violation of this agreement may be considered a violation of the Student Code of Conduct under my institution's policies and subject to penalties. Violations may also constitute a violation of federal and/or state laws and may result in civil or criminal persecution, payment of fines or other moneys to the copyright holder, and/or incarceration.

I, (print name) _____ **agree** to the above terms.

-OR-

I, (print name) _____ **do not agree** to the above terms.

Student Information (required)*

First _____ Last _____

Email address _____

College Information (required)*

Attending College/University _____ Campus _____

Student's Address (if living on campus)

Campus address _____

City _____ State _____ Zip Code _____

Campus Phone Number _____

Student's Home Address (required)*

Home address _____

City _____ State _____ Zip Code _____

Home Phone Number _____

Student Status

Status: ___ full-time ___ part-time ___ nontraditional

Credit Status: ___ freshman ___ sophomore ___ junior ___ senior ___ super-senior ___ graduate

Ethnicity: ___ White/Caucasian ___ Black/African-American ___ Hispanic/Latino ___ Asian
 ___ Native American Other _____

Gender: ___ male ___ female

Disability: ___Deaf/Hard of Hearing ___Blind/Visually Impaired ___Learning Disability

Other _____

Are you registered with the NJ Commission for the Blind? ___Yes ___No

Are you registered with the Division of Vocational Rehab? ___Yes ___No

Equipment Information (required)*

What semester will you be borrowing the equipment?

___Fall ___Spring ___Summer Other _____

Year of loan _____

List the software you want to borrow:

What is the platform of your computer?

___Windows 95,98, ME, XP ___Windows NT ___Windows Vista ___Macintosh (OS 8 or 9)

___Macintosh (10 or above)

List the hardware you want to borrow:

College Contact Information (required)*

Name of the contact person at your college (disability support coordinator)

Email address to reach contact person

Phone number of contact person

Book Request Information 1

Title of Book _____

Author(s) _____

ISBN _____

Publisher _____

Edition/Year Published _____

Book Request Information 2

Title of Book _____

Author(s) _____

ISBN _____

Publisher _____

Edition/Year Published _____

Book Request Information 3

Title of Book _____
Author(s) _____
ISBN _____
Publisher _____
Edition/Year Published _____

E-Text Information

Have you contacted the book's publisher to acquire the e-text needed? YES or NO

Have you searched for the e-text version of the book on other databases, such as Bookshare, Gutenberg, NLS, and RFB&D? YES or NO

Date the e-Text is needed _____

Which e-text format do you prefer? _____

Which software or hardware will you be using to read e-text? _____

Do you require large print? _____

Will this book be brailed? _____

E-Text AGREEMENT (REQUIRED)*

I, (print name) _____ agree to be responsible for this equipment and return it in good condition at the end of the current academic semester.

If the item I am borrowing is software, you agree to uninstall it at the end of the current academic semester. You understand that copying software is illegal.

I understand that failure to return borrowed items may result in a hold being placed on my student records.

Student Signature Date