



Services for Students with Disabilities

Permission to Record Lectures Policy

- Student responsibilities:
 - Complete and sign an Audio-Recording Agreement for EACH class.
Available online at [Audio Recording Agreement](#).
 - Provide and operate your own recording device.
 - Attend class regularly.
 - Professor Responsibilities
 - Read and sign the Audio-Recording Agreement.
 - If the nature of the class discussion is confidential, request that recording devices be turned off for the duration of the sensitive discussion only.
Material presented during this time cannot be used on an exam.
 - Cooperate with the student if a microphone is necessary to achieve acceptable
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