



Educational Accessibility Services
Student Academic Success Services
 5155 Gullen Mall / 1600 U.G.L.
 Detroit, Michigan 48202
 (313)577-1851 Office
 (313)577-3365 TTY
 (313)577-4898 FAX

REQUEST FOR RECORDED TEXTBOOKS

***Note: Your class syllabus must be handed in to EAS before Requests are called in:**

Student's Name: _____ **Today's Date:** _____

WSU ID# _____ **Address:** _____

City: _____ **State:** _____ **Zip:** _____

Phone: _____ **Cell Phone:** _____

Term: _____ **e-mail address:** _____

Class: _____ **Section #:** _____

Are you registered with RFB&D? if so, your ID number: _____

Have you been certified by an EAS Counselor? Y/N

***Request taken by:** _____
 (EAS staff's signature) (Date:)

Book Title: _____

Author/s: _____

Copywrite: _____ **Edition:** _____ **Publisher:** _____

If EAS is ordering your books from RFB&D- You must see an EAS counselor in order to become certified for RFB&D Recordings.

<i>Book is NOT available from RFB&D:</i>	<i>Book is available from RFB&D:</i>
EAS Ordered date:	EAS received date:
Student pick up date:	Student returned date:
Date returned to RFB&D:	

If read by EAS staff: Copy write laws require EAS to make a copy of your Original receipt for each book purchased that we are required to read. EAS does not back track any reading assignments, we will start on the next assignment due according to your class syllabus.

Copy of receipt attached:	Drop off date of book:
Syllabus is included:	Reading assignment start date:

Book Title: _____

Author/s: _____

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