

Office for Disability & Access

Recorded Lecture Policy

The Office for Disability & Access may determine that students are permitted to audio record specific class lectures as a form of academic accommodation for a disability.

As a condition of using the accommodation of audio recording class lectures, students fully agree to the following conditions and limitations:

1. I will use recordings of class lectures solely for my personal use in study and preparation related to the class.
2. I will not share these recordings with anyone, regardless of that any person's enrollment in the courses associated with the recordings. I will not sell the recording or profit financially from the recording.
3. I acknowledge that the recordings are sources, the use of which is governed by the college's Honor Code.
4. I will destroy any recordings I made when I no longer need them for my academic work.
5. I understand that failure to abide by these provisions may result in loss of permission to audio record class lectures and/or a referral to the Office of Student Conduct and Community Standards.
6. I understand that instructors may have concerns about recording lectures. Instructors may feel that it is inappropriate to record specific class discussions. You are approved to record lectures, but not necessarily conversations in which other students may reveal personal information or self-disclosure. If necessary, you or your instructor may ask the Office for Disability & Access to help make this distinction.
7. I agree to manage the recording device in a way that does not disturb others or call attention to the fact that I am recording a lecture.
8. I understand I am not allowed to videotape a lecture.

Students electronically sign this policy to attest that they have read and understand the conditions and limitations applying to audio-recording lectures.