



SAN DIEGO STATE
UNIVERSITY

Student Disability Services
Division of Student Affairs
San Diego State University
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San Diego CA 92182 · 4740
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Student Authorization to Contact Faculty for Captioning of Media

To help ensure that your educational media is captioned and accessible in a timely manner for each semester that you are enrolled at SDSU, Student Disability Services (SDS) requires your permission to contact and work with your SDSU professors directly to produce captioned media in your classes. Educational media includes VHS, DVDs, streaming media on YouTube, podcasts, and/or Blackboard media files.

By giving your permission you permit SDS to speak with your professors regarding your need for captioning of media. It does not give us permission to talk about details of your disability or diagnosis, or about any other academic issue.

If, for some reason, there is a semester or a class for which you do NOT want us to contact your professor(s) to coordinate providing captioning, you can opt-out of this permission for a specific class or classes by submitting to SDS a separate OPT OUT FORM. You will need to give us written notice by submitting this form no later than 3 days after your PRIORITY REGISTRATION DATE, or if you are an Extended Studies student, no later than 3 days after you register for classes.

I, _____, give SDSU's Student Disability Services permission to contact my professors each semester to notify them of my need for captioned media in their class and to coordinate this service.

I understand that this permission will remain in effect for my entire time at SDSU and that I can cancel this authorization anytime by providing written notice. Written notice also allows me to "OPT OUT" of this permission for certain classes by providing a list of those classes in writing by the deadline stated above (separate form is provided).

Student Signature

Red ID Number

Date