

E-Text

Everything students need to know about obtaining textbooks in an alternate format.

- [How to Request Alternate-Format Textbooks](#)
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How to Request Alternate-Format Textbooks

1. Fill out the [Alternate Format Textbook Request form](#). 1 book = 1 form.
2. Sign and return the Copyright Acknowledgment form to the Assistive Technology and Access Coordinator. This will be emailed to you for you to sign and return, or you can sign a copy in the office.

Once we have the textbook file(s), we will share them with you via OneDrive. Make sure you download your files, as they will only be on OneDrive for a few days.

Important Reminders

- Lots of publishers offer eBooks now. We encourage students to look for eBooks before purchasing a physical copy.
- Most publishers do not offer audio versions of their books.
 - In cases where a student requests an audiobook, we can obtain a digital format of the text and set up a reader software.
- Students need to request alternate-format textbooks as soon as possible!
 - Most of the texts come directly from the publisher.
 - These requests typically take 2-3 weeks for the publisher to fulfill, especially at the beginning of a semester.