

# **Alternate / Electronic Textbook Request**

## **Policy and Procedure**

### **Student Accessibility Services**

#### **Roger Williams University**

**effective date: July 1, 2011**

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The office of **Student Accessibility Services (SAS)** provides accommodations to ensure accessibility of textbooks required by courses and programs for eligible students with qualifying disabilities.

**SAS** provides the following **points of access** for eligible students to obtain alternative forms of textbooks. Student Accessibility Services will assist students who are approved for electronic text accommodations to locate the best **point of access** for your textbooks/book needs.

4. Students may request alternate text formats at anytime. Please note that processing may take from 4-6 weeks at the start of each semester, i.e. early September and early February.
5. SAS will not accept requests ON DEMAND (same day, next day, etc.)
6. In order for SAS to help a student secure e-