

**Trinidad State Junior College**  
**CTE Career and Special Services**  
**Ron Barros, CTE Job Placement/Special Services Coordinator**  
**Appointments 719-846-5456**

Request for Textbooks in Alternate Format

**Date:** \_\_\_\_\_

Student: Please provide a copy of your syllabus with this request if one is available. If you do not currently have one, please bring a copy as soon as possible. Please allow 4 weeks advance notice.

Student Name: \_\_\_\_\_

Student Phone: \_\_\_\_\_ Course/Section: \_\_\_\_\_

Book Title: \_\_\_\_\_ Edition: \_\_\_\_\_

Author(s): \_\_\_\_\_ Publisher: \_\_\_\_\_

ISBN: \_\_\_\_\_ (Usually found on the bottom of the back cover)

Copyright date: \_\_\_\_\_ Cost \$ \_\_\_\_\_ Receipt  Syllabus

Requested Format:  Scanned - Word Document  Scanned- MP3 File/WAV file  
 Enlarged Text Voice: Paul/Kate \_\_\_\_\_ Speed: \_\_\_\_\_

Comments:

Date requested from Publisher: \_\_\_\_\_

<b>CTE CAREER AND SPECIAL SERVICES OFFICE USE ONLY</b>
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Book Received	Unbound	Completed	Signed Agreement Form	Book/CD's Picked up	CD's Returned	Semester Completed

Date Form Received: \_\_\_\_\_

Received By: \_\_\_\_\_

Student has requested that \_\_\_\_\_ week(s) be allowed before book is disassembled. This will allow for notification from publisher on availability of book student signature: