

Recorded Lecture Agreement

This agreement pertains to audio recordings only. A student with a qualifying disability who has registered with the Office of Accessibility Services (OAS) and receives notetaking as an accommodation may record lectures for his or her personal study use.

Recorded lectures are created for the purpose of student accommodation and are therefore not available for distribution to other campus stakeholders (students, faculty, or staff), except when requested as part of an internal investigation conducted by WVU or when a transcript is subpoenaed as evidence in a legal case.

Students may not reproduce, copy, share, sell, or distribute recorded lectures to any other stakeholder, third party, or website. Violation of this policy will result in termination of services.

Students who have questions about class content may bring the recordings to their instructors for clarification during office hours, but instructors cannot require that students provide them with copies of the recording as a condition of receiving accommodations.

Both the student and instructor must sign this agreement before lectures may be recorded.

Instructors may make a copy of this agreement for their records. Students should retain the original signed agreement.

By signing below, I understand and agree to the terms of this agreement.

Student Signature

Date

Instructor Signature

Date

Course Title and Number

Student ID #