



**STUDENT ACCESSIBILITY SERVICES**

16875 Rancho Bernardo Suite 110, San Diego CA 92127  
(858) 521-3968 • fax (858) 521-3996 • [accommodations@nu.edu](mailto:accommodations@nu.edu)

**NOTE TAKER VERIFICATION**

**Instructions:** This form is required to be filled out and scanned to [accommodations@nu.edu](mailto:accommodations@nu.edu) for each term within the first week of class. Students and their note takers are required to review the Student and Note Taker Responsibilities Guide on our website at <http://www.nu.edu/SAS> under Accessibility Forms and Guides.

<b>Student Name:</b>		<b>ID #:</b>
<b>Note Taker Name:</b>		<b>ID #:</b>
<b>Instructor Name:</b>		<b>Course Name and #:</b>
<b>Class Start Date:</b>	<b>Class End Date:</b>	<b>Course Section #:</b>

**STUDENT VERIFICATION**

By signing below, I agree to the above named student taking notes for me for the above referenced course. I further agree to notify the Academic Accommodations Coordinator at [accommodations@nu.edu](mailto:accommodations@nu.edu) if I drop this class and I understand that I am not entitled to notes taken for me for classes that I do not attend.

\_\_\_\_\_  
Signature Date

**NOTE TAKER VERIFICATION**

By signing below, I agree to take notes for the above named student for the above referenced course. I further agree to notify the Academic Accommodations Coordinator at [accommodations@nu.edu](mailto:accommodations@nu.edu) if I drop this class or am not able to carry out this duty. I agree to be present at each scheduled class; if I will not be present, I agree to notify the above named student in advance so that he or she may make alternate arrangements.

\_\_\_\_\_  
Signature Date

Please note: If you have any questions regarding note-taking services, please contact the Academic Accommodations Coordinator at [accommodations@nu.edu](mailto:accommodations@nu.edu). The note taker will be credited \$100 to their student account 10 days after the class end date if the completed form is received in the Central Business Office on that date. If you have any questions regarding payment to your student account, contact Student Business Services at (858) 642-8563.