



University of Winnipeg Accessibility Services Agreement to Audio-record Classes

The following agreement is aimed to protect the integrity and quality of the teaching environment, the interests of the University, the instructor, and students.

For students with a documented disability only, this accommodation and this agreement grants permission to audio-record a class provided that this agreement is signed by the student, instructor, and a staff member of Accessibility Services or Deaf and Hard of Hearing Services, as a representative of University of Winnipeg.

Students are also advised that audio-recording in class during discussions may infringe on the privacy of other students. Therefore, all students in the class will be informed that audio-recording is being conducted. The student will not be named or pointed out in the class. In certain cases, there may be concern in audio-recording some classes (or portions of classes) that involve personal discussion and self-disclosure by students, fearing that audio recorders will inhibit the free exchange of information.

However, because the ability to audio-record is necessary as a substitute for note-taking by the accommodated student, it would be unfair to require the accommodated student to stop recording while allowing other students to continue taking notes. Therefore, at the discretion of the instructor both note-taking and audio-recording may be prohibited during classes or portions of classes which involve personal discussion and self disclosure.

The student to whom this permission is granted will agree to the following:

I, _____, will take responsibility to safeguard the instructor’s intellectual property

1. by using the audio-recording for my private studies only;
2. by never sharing the audio-recording with other people;
3. by never using the audio-recording in a malicious way against the instructor or against students whose classroom comments are taped as part of class activity;
4. by never reproducing the audio-recording in any way, publishing, selling, or quoting the information recorded and;
5. by immediately erasing the audio tapes when no longer needed or, at the latest, at the end of the course.

I have read and understood the above agreement. I agree that I will abide by the above stated terms of this agreement.

Student _____

Date _____

Instructor _____

Date _____

* Accessibility Services/Deaf and Hard of Hearing Services

Date _____
