

PEPPERDINE UNIVERSITY

Office of Student Accessibility

Audio Recording Agreement

According to Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794, and its implementing regulation at 34 C.F.R. Part 104, as interpreted by the United States Department of Education Office for Civil Rights, students with disabilities who are unable to take or read notes have the right to an audio recording of their class after an individualized determination is made that note taking or other auxiliary aids are not effective alternatives for the student. Although the primary intention is to record content from the faculty members, and not to include peer discussions or presentations, the reality of university classroom instruction means that it is impossible to avoid recording peer contributions entirely.

Lectures recorded for this purpose may not be used in any way to harm or compromise the faculty member, other lecturers, or students whose classroom comments are recorded as part of the class activity. Information contained in the audio-recording is protected under federal copyright laws and may not be reproduced, posted, published or quoted without the express consent of the lecturer and without giving proper identity and credit to the lecturer. Any recorded material must be destroyed at the end of the semester in which it was recorded.

I, _____ (CWID _____) have read and understand the above agreement on audio-recordings. I pledge to abide by the above policy with regard to any lectures and/or classroom discussion recorded at the university. I understand that any misuse of this material could be considered a judicial offense, and could constitute a violation of the University's [Student Code of Conduct](#) . Where applicable, any such violations may be reported to the appropriate state or federal agency (e.g. State Bar, etc.). ¹

Signature

Date

Note: If the class is not recorded by the professor or program, the responsibility of the recording is the student's.

¹ Last revised - May 4, 2023