



DVD Captioning Request Form

Instructor Name:

Instructor Contact Info:

Email:

Office Phone:

Alternate Phone:

This captioned DVD will be used for:

Class #

Section #

Room #

students in class

Name of video:

Publication Year:

Publisher:

Video Length:

Hours : Minutes

Preferred Date to Receive Captioned DVD:

Bring completed form to Patricia Torres, Library Room L220

Please be aware that captioning may require approximately 4 to 6 weeks.