

## **Le Moyne College**



### **Disability Support Services**

### **Note Taker Services**

If you qualify for the services of a note taker in class, Disability Support Services (DSS) can assist you in finding note takers when necessary. Note taker services are primarily performed by students already in your class who volunteer their services. Some students qualifying for note taking services are funded through VESID. If you have VESID funding and have documentation supporting this service, please notify DSS of your VESID caseworker's name.

A note taker will provide a scanned copy (that will be emailed to the student) of his or her notes to the qualifying individual. Disability Support Services provides the scanners for the student taking notes.

We encourage students who need note taking services to ask people they know and trust to assist them. If you are able to find a note taker, refer him or her to DSS in the ASC for further information and assistance with scanning. If you are a new student and are uncomfortable asking someone in your class to assist you, we will help you find a volunteer from your class either by directly contacting students or by requesting a referral from the instructor.

Please remember that most note takers are volunteers and are generously offering their time. A note taker is not a substitute for your presence in class, and note takers are not required to take notes if you are absent unless there is a prior arrangement.

For more information and for assistance, please contact DSS in the ASC.