



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. If a student desires to record a lecture on their own, they must request this in writing to the School Director's email and obtain permission for such an accommodation in writing. The student must also sign this agreement. The student should share their disability upon enrollment and any special accommodations required prior to their first class day with the school.

The Vocational Nursing Institute Inc. (VNI) does provide recordings of its lectures and class time which are available on the canvas for the course, click on conferences (blue button), select recording to be reviewed, listen, and log out. 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 course in which it was recorded.

I, _____ (Student Name) 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 Institute'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 _____