



Captioned Media Request Form

Date of request:

Name of student and student no. requesting captions:

Name of submitter if different from above:

Email for submitter:

Material Type

VHS:

DVD:

MP3:

Other (describe):

Course Information

Course:

Section:

Course start date:

Material Information

Title:

Producer:

Producer contact Info:

Length in minutes:

Crucial Dates

Date submitted:

Date to be shown in class:

Additional Information

Have checked with the supplier for a captioned version None available ___ Have not checked

Supplier contacted for copyright permission to caption Yes ___ No ___

Script available and attached Yes ___ No ___

Note: You Tube items can be captioned by clicking on the caption decal on the screen. Do not submit You Tube requests unless you are unable to caption it.

Please submit to: Ruth Warick, Senior Accessibility Advisor

Centre for Accessibility,

Room 1203 Brock Hall, 1874 East Mall

Email ruth.warick@ubc.ca; Phone 604 822-5844