



# E-BOOK REQUEST FORM

*Students: Please read and complete information in sections I, II and III.*

## I. Student Information

Name \_\_\_\_\_ Banner ID \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

## II. Course Information

CRN # \_\_\_\_\_ Course \_\_\_\_\_

Instructor \_\_\_\_\_

## III. Textbook Information

Title \_\_\_\_\_ Edition \_\_\_\_\_

Author \_\_\_\_\_ ISBN \_\_\_\_\_

**Important:** At times, the books used for class are not available in e-book. When this happens, there are two options:

1. The student photocopies the material from the book, gives the photocopies to Daryn Kjellquist, Assistive Technology Specialist, and he will scan in the copies.
2. The student supplies Daryn Kjellquist, Assistive Technology Specialist, a copy of the book which will be dismantled for scanning.

Please return completed form to the Testing and Disabilities Services Center, SSC room L131a.  
For further information, contact Daryn Kjellquist at 860-512-3594 or email [dkjellquist@manchestercc.edu](mailto:dkjellquist@manchestercc.edu)

## IV. Requester Information (Office use only)

Name \_\_\_\_\_ Title \_\_\_\_\_ Email \_\_\_\_\_

## V. Order Status (Office use only)

Publisher \_\_\_\_\_

Availability Y  N

Date Order Received \_\_\_\_\_ Date Ordered \_\_\_\_\_

Date Received \_\_\_\_\_ Date Loaded \_\_\_\_\_

Date Distributed \_\_\_\_\_