

### **VOLUNTEER NOTE-TAKER REQUEST SCRIPT**

There is a student in our class who needs the help of a volunteer note-taker. The note-taker should have the following characteristics:

- well-organized and detailed notes
- legible handwriting or takes notes electronically
- regular class attendance
- willingness to interrupt the teacher during class and ask questions to clarify the information
- five minutes before or after class to review the notes with the student when necessary

Students who perform this valuable service will be recognized with a certificate attesting to their service to students and to the University of Kansas from the Student Access Center.

Please let me know after class if you are interested.