Note Taker Information and Application
Faculty of Agriculture, Truro Campus

Thank you for supporting your classmate(s) by applying to provide lecture notes. If chosen as a note-taker, as a token of appreciation, you will receive an honorarium at the end of term. This position will also be recognized on Dalhousie’s Co-Curricular Record (www.dal.ca/csc).

Note Takers are recruited through the following means: Students who require note taking may approach classmates directly or, the professor makes an in-class announcement to ask for a note taker and directs them to the Student Success Centre. Note-taking positions may also be posted on the Student Success Centre Facebook page and on the monitors around campus.

If you agree to take notes, **and are approved to take notes**, you will:

☐ Abide by the requirements of the Note Taker Application (please complete on reverse).
☐ Scan your notes and email them to acnotes@dal.ca weekly, on Fridays by 2 pm.
☐ Inform the Accommodations Coordinator **immediately** if you have dropped or withdrawn from the course(s) for which you are note-taking. The Accommodations Coordinator can be contacted at accessac@dal.ca, (902)896-2463, or in-person in the Student Success Centre.

Honorarium – $100.00 per/course per/term.

Please see reverse
Note Taker Application  
Dalhousie University, Agricultural Campus

<table>
<thead>
<tr>
<th>Name:</th>
<th>Student #: B00</th>
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<tbody>
<tr>
<td>SIN (required for payment):</td>
<td>Date of Birth:</td>
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<tr>
<td>Phone/Cell:</td>
<td>Dal Email:</td>
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<tr>
<td>Address:</td>
<td>Postal Code:</td>
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1. Please list all of the courses you are applying to take notes for: (Please use correct course numbers for example, AGRI 1000, CHMA 3001)

   ______________ ______________ ______________
   ______________ ______________ ______________

2. Please include a copy of your notes for review.

3. Please return your form with a copy of your notes to the Student Success Centre.

By signing this form, you agree to hold in confidence all information related to your role as a Note Taker, specifically; student names, and any other sensitive information obtained during your work as a Note-Taker.

____________________________ ____________________
Name (please print) Signature

Please note: You will be contacted by Dal email if there is a need for a note taker in the course(s) you specified.