

## RECORDING POLICY

Students approved for recording as a disability-related accommodation must adhere to the recording policy as follows. For the purpose of this policy, instructor refers to faculty, lecturers, and educators.

- Students approved for recording classes as an accommodation by Accessibility Services at Amherst may record class lectures, discussions, lab sessions, and review sessions and take pictures of essential academic information, and/or be provided class notes for personal academic use only, where personal academic use is restricted to personal study needs.
- It is not permissible to share, replicate, or publish the recording or images, in whole or in part, or use the recordings/academic content for any other purpose, without the written consent of the instructor.
- Information contained in the recorded lectures, images, and class notes are protected under federal and international copyright law.
- At the discretion of the instructor, recording or taking pictures may be prohibited during portions of class that involve sensitive personal discussion and self-disclosure.
- A violation of this policy may make me subject to discipline under Amherst College's Code of Conduct 2.22. *Surreptitious or Unauthorized Observable Recording of Others* or to liability under copyright laws and/or Massachusetts strict "two-party consent" Recording Law.
- Recordings must be destroyed at the end of each semester unless consent is obtained from the instructor, in writing, to retain materials for ongoing personal use study only.

Students must review and agree to the information in this document in AIM before proceeding with their accommodation requests.

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_