

# NOTETAKER CONTRACT

Please Return This Signed Contract to DRC at the END of the Semester

\_\_\_\_\_, henceforth called the 'notetaker', is enrolled  
student taking the notes

in \_\_\_\_\_ with \_\_\_\_\_ who has been  
class taken student notes are being taken for

**approved by a DRC counselor for notetaking services.** The notetaker agrees to provide this student with adequate notes for the duration of the semester. For onsite courses, the notes can be done on NCR (duplicating) paper (obtained at the DRC office) or copies can be made at the DRC office. For online courses, notes can be exchanged via e-mail. At the end of the semester the notetaker will be eligible to receive a Palomar Bookstore gift card in the amount of fifty (\$50.00) dollars or a letter of appreciation for volunteer service hours from the Disability Resource Center for services rendered. This gift card or letter will be available to you following the end of the semester **only if this contract has been signed and returned to DRC before finals.** In the event that the student withdraws from the class before the end of the semester and the notetaker has completed a minimum of four (4) weeks of notes, the notetaker will still be eligible to receive a gift card or letter for services rendered. The notetaker agrees to obtain the signature of the DRC student (or the instructor in the event that the student drops) to verify completion of this contract. The notetaker is only eligible for only one contract per class.

**Your completed contract *MUST* be returned to the DRC by the NOTETAKER before the last day of final exams in order to receive a gift card or letter.**

\_\_\_\_\_  
Notetaker's Name

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

\_\_\_\_\_  
Student ID #

**Choice:** Letter Gift Card

This contract has been fulfilled for the **FALL 2021** semester.

**TO BE COMPLETED AT THE END OF THE SEMESTER and EMAILED TO DRC@PALOMAR.EDU**

\_\_\_\_\_  
DRC Student (or Instructor) Signature

\_\_\_\_\_  
Date