

**Lake Tahoe Community College
Disability Resource Center
Interpreter Request Form**

Requests for interpreters must be submitted **two weeks in advance** to the DRC (Room A205) and are subject to availability of interpreters. Requests made with short notice will be considered, however, contacting interpreters takes time. The best way to make sure you have an interpreter is to plan ahead.

Student Information

Student's name: _____ Student ID #: _____

	Class	Days/Date	Time	Instructor	Room
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____
6.	_____	_____	_____	_____	_____

Interpreter requested: _____

Every Attempt will be made to honor your request. Interpreter requests may, or may not be, honored at the discretion of DRC staff. On occasion, given the rural location of our college, we may be unable to locate a qualified interpreter.

Student Consent for Release/Exchange of Information:

I hereby consent to information exchange between the faculty member and appropriate DRC staff regarding the services provided for the above classes.

X _____
Signature

Date ____/____/____

To be completed by DRC counselor

Interpreter request APPROVED _____ DENIED _____

Interpreter's Name: _____ Interpreter Ph# : _____

Interpreter's Email: _____

Notes: _____
