

# Florida Atlantic University

## Office for Students with Disabilities

777 Glades Road, Library 175  
 Boca Raton, Florida 33431-0991  
 Phone: (561) 297-3880; Fax (561) 297- 2184

2912 College Avenue, Mod I  
 Davie, Florida 33314  
 Phone: (954) 236-1222; Fax (954) 236-1123



**Volunteer**

**Sign-Up Sheet**

**Date:** \_\_\_\_\_ **Term:** \_\_\_\_\_ **Boca Campus:** \_\_\_ **Davie Campus:** \_\_\_

*Thank you for choosing to volunteer with the Office with Students with Disabilities.  
 Please complete this form for our Information Database.*

Name: \_\_\_\_\_ ID#: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_ Work #: ( ) \_\_\_\_\_

Beeper or cell # ( ) \_\_\_\_\_ E-mail address: \_\_\_\_\_

Best times to reach you: \_\_\_\_\_

Which days are you on campus?    M    T    W    R    F

**Please indicate the times in the day you are available to volunteer.**

Monday: \_\_\_\_\_

Tuesday: \_\_\_\_\_

Thursday: \_\_\_\_\_

Wednesday: \_\_\_\_\_

Friday: \_\_\_\_\_

Are you a student? ..... Yes \_\_\_ No \_\_\_

I'd like to earn **Service Points** for my Campus Organization..... Yes \_\_\_ No \_\_\_

I want to have these **Volunteer Hours** recorded on my transcript... Yes \_\_\_ No \_\_\_

**Areas you are interested in (check all that apply):**

Reader \_\_\_\_\_ Notetaker \_\_\_\_\_ Scribe \_\_\_\_\_ Office \_\_\_\_\_

Research Assistant \_\_\_\_\_ Tutor \_\_\_\_\_ (list areas: \_\_\_\_\_)

**For students who will be volunteer notetaking, please answer the following:**

I will deliver notes by (circle one): using OSD copy machine;    NCR paper;    by fax;    email

I know the name of the student for whom I'll be taking notes..... Yes \_\_\_ No \_\_\_

(If Yes) The student's name is: \_\_\_\_\_

(If No, ask the OSD Office Staff for the student's 1<sup>st</sup> name and 1<sup>st</sup> initial of last name)

The class, course code, days and time the class meets are: \_\_\_\_\_

The professor's name is: \_\_\_\_\_

*For OSD Use Only:*

CLASS	OSD STUDENT

**Additional Comments:**