



Accessibility Services Note-Taking Program

Volunteer Note-Takers Needed!



Why volunteer as a note-taker?

- Help your fellow students living with a disability to achieve academic success
- Many volunteers report that while helping others their own note-taking skills improve
- You will receive a Certificate of Appreciation upon the completion of the semester
- You will receive CCR (Co-Curricular Record) recognition

Does it take up a lot of my time?

Volunteering as a note-taker is easy and involve almost no extra work:

- Continue to attend classes regularly and take lecture notes
- Upload your notes to our secure website consistently
- Inform us if you drop any classes that you volunteered

How to volunteer as a note-taker?

Step 1: Register as a volunteer note-taker online at:

<https://sites.studentlife.utoronto.ca/accessibility/vollogin.aspx>

Step 2: Select your course and click register

Step 3: Upload your notes after every class

- Typed notes can be submitted online
- Legible hand-written notes can be scanned and uploaded at our office
(or you can do it at home if you have a scanner)

Thank you for your generous help!

Email us at: as.notetaking@utoronto.ca or call [416-978-6186](tel:416-978-6186) if you have questions or require any assistance.

Our Address: Accessibility Services

455 Spadina Avenue, 4th Floor, Room 400

Office Hours: 9:30 AM - 4:30 PM (Monday to Friday)

Daily Office closure 12:30 PM - 1:30 PM