

Reserving Sign Language Interpreters or Assistive Listening Devices

Fitchburg State University welcomes students, guests and community members who are deaf or hard of hearing to participate fully in all campus programs and activities. Reserving quality interpreter services requires pre-planning and preparation. For this reason, we ask that requests are made at least two weeks in advance for any college event and at least six weeks prior to the start of any given semester.

So that we may assure your full participation, please read, complete and submit this form to:

Francine Menendez-Aponte, Deaf Services
160 Pearl Street, Fitchburg MA 01420

Email fmaponte@fitchburgstate.edu

Fax 978-665-4786

Please provide as many details as possible.

1. Date, time and duration of the class or event.
2. Name of the performer or instructor.
3. Location of event or class meeting.
4. Description of the event (e.g. theatre, music performance) or course (e.g. Biology lab course, History lecture course).
5. Preferences/specifics (ASL interpreter, oral transliterator, FM listening system, etc).

Note: If you already know of a qualified interpreter in the Fitchburg area that you would prefer to work with, please bring/ send appropriate information so that we may contact that individual regarding their availability.

Name _____ FSU Student? Yes No (please circle)

Email _____ Phone/TTY _____

Street _____ City _____ State _____ Zip _____

Additional Comments? _____