



ALVIN COMMUNITY COLLEGE
 OFFICE OF DISABILITY SERVICES
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 281-756-3533

Request for Faculty Notice

 Print Name

 Student ID

Letters requested _____
 Date

Pick up letters _____
 Date

Email internet letter? ____Yes ____No

Prepare current, appropriate letters for class (es):

Semester Fall____ Spring____ Summer____

Term Full____ 12 wk. ____ M1____ M2____ M3____

Type In-Class____ Internet____

Course: _____

Instructor: _____

Course: _____

Instructor: _____

Course: _____

Instructor: _____

Course: _____

Instructor: _____

Course: _____

Instructor: _____

Received BY: _____

Date: _____

For office use only:
 Letters Prepared by _____ Date _____