



STETSON LAW

Class Recording Procedures for Students

It is the policy of the College of Law to prohibit recording of class meetings for or by students, including digital, tape, or audio recording, without express permission. Although individual professors have the discretion to prohibit recordings in any case not involving an ADA accommodation, permission for a class audio recording is otherwise normally granted under the following circumstances:

1. Illness of the student or the student's dependent, especially if the illness is such that the student is likely to be absent from class for multiple days;
2. Jury duty;
3. Emergency beyond the student's control (such as a flood where the student lives);
or
4. Travel required for a student's work if the student is in the part-time program or travel on Stetson business (competition teams, ABA, etc.), especially if this travel will require the student to be absent from class for multiple days.

Requests for a class audio recording must be submitted to the Office of Faculty Support Services in writing; students should make the request at least 72 hours before the class begins, if possible.

A Faculty Support Services staff member will notify the student if a professor declines a recording request. If the recording is approved, Faculty Support Services personnel will handle the recording procedures. When the recording is complete, a link to the recording will be created. The student must use the recording appropriately and not distribute it to other students. The recording will be available for a period of one week after the link is provided to the student.

Administrative policy updated July, 2012.