

# DRC Request for Interpreter Form

Date of Request (*Today's Date*): \_\_\_\_\_

The following form is to assist the DRC in providing sign language interpreters to individuals who need access to courses, meetings, events or activities at or for **Riverside City College**.

Requests must be made **at least 3 business days prior to the event**.

Requests submitted with less than 3 days' notice **may not be able to be granted**.

If the need arises to cancel the interpreter after a request is made, the student must notify DRC 48 hours prior to the scheduled event.

Please save this form once completed and [CLICK HERE](#) to email to RCC's Senior Interpreters.

## STUDENT APPLICANT INFORMATION

Name: \_\_\_\_\_

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

Phone: ( \_\_\_\_\_ ) - \_\_\_\_\_

Email: \_\_\_\_\_

## EVENT INFORMATION

Name of Event (*i.e., tutoring, meeting, etc.*) \_\_\_\_\_

Date of Event: \_\_\_\_\_

Day of Event (*Please check one*): Mon.    Tues.    Weds.    Thurs.    Fri.    Sat.    Sun.

Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Location: (*Building/Room #*) \_\_\_\_\_

Where will the interpreter meet you? (*If different than the location*) \_\_\_\_\_

\_\_\_\_\_

Additional Information: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_