

## **Terms of Use for CELA Educator Access Program**

As an educator, you may download or borrow materials in alternative formats from CELA's and Bookshare's collections for the following purposes:

- Providing the materials to students who have a visual, physical or learning disability that prevents them from reading conventional print, as defined by the Canadian Copyright Act.
- Training and supporting eligible students in their independent use of the service.
- Demonstrating the CELA services in order to promote them.

The CELA Educator Access account is renewable on an annual basis.

### **You may use CELA and Bookshare materials on condition that you agree to:**

- Agree to CELA's general terms of use
- Provide the materials to students who have a visual, physical or learning disability that prevents them from reading conventional print.
- Not use the materials for your personal benefit or purposes. If you are personally eligible for CELA service, you must register for an individual account to download materials for your own use.
- Delete book files after your student is finished using them and not store them on a local computer, network or device for reuse and/or redistribution to others later.
- Inform students that the materials are for their personal use only and may not be redistributed to others, even if the other person is eligible.

- Provide proof of disability confirming the eligibility of each student using the materials, on request.

We may cancel your Educator access account without prior notice if we believe that you have broken these Terms of Use.

We provide free training resources and telephone and email support to ensure an accurate understanding of student eligibility requirements, Terms of Use, and how to make the most of the service. View these training resources at [celalibrary.ca/educator](http://celalibrary.ca/educator).

We also strongly encourage your eligible students to sign up for their own CELA account with a public library account in order to independently enjoy accessible reading.

---

Signature

---

Date

---

Name

---

Email Address

---

School/board/division name