



Iowa's
TRUE AIM
student achievement is the target

Accessible Instructional Materials (AIM) Acquisition Summary

Last Updated November 30, 2009

Student: _____	Date: _____
Teacher/Position: _____	
School Building: _____	
District: _____	
AEA: _____	

IEP or Section 504 Team completes the following:

1. What specialized formats are required by the student?

- Braille
- Large Print
- Audio
- Digital text

2. Is the student copyright exempt (NIMAS eligible)? _____ yes _____ no

- If copyright exempt, materials will be produced by the Iowa Department for the Blind (IDB) or Bookshare.
- If not copyright exempt, materials will be obtained from the publisher or produced with permission of the publisher by AEA or LEA.

3. What assistive technology devices or services are needed?

4. Who will make contact with the Accessible Media Producer (Publisher, IDB, Bookshare, AEA, or LEA) to initiate the order for the AIM or who will search Bookshare to see if the file has already been converted to an accessible format, or to see if the file exists in the NIMAC?

Name: _____ Position: _____

5. Who is assigned to track that the student gets AIM in a timely manner?

Name: _____ Position: _____

Please give a copy to parents for their records