

WSFCS

Request For Administrative Approval Use of Video/DVD or Movie

This form shall be used to request permission to use a video/DVD that is in the media collection but is not recommended by the MTAC for use in a particular course or grade level; is not listed in the curriculum guide or is not on an "approved list" of supplementary materials for a course or class. The form should be submitted at the beginning of an instructional unit or at least three school days before its intended use.

Teacher:	Date of Request:	Date of Viewing:
----------	------------------	------------------

Video/DVD Title:	Rating:	<input type="checkbox"/> Excerpt	<input type="checkbox"/> Entire Video
------------------	---------	----------------------------------	---------------------------------------

Source of Video/DVD: ☐ Media Center, ☐ Rented, ☐ Personal copy, ☐ Student/parent, ☐ Workshop, ☐ Another teacher, ☐ Other:

NC Standard Course of Study or Curriculum Objective addressed by video/DVD:

If using an excerpt(s), describe in detail the portion of the video that will be used in class.

How will this resource be utilized in the classroom to achieve the lesson's objective?

When will it be used in the classroom?

☐ I request that this DVD/video be added to the "approved list" of supplementary materials.

Permission <input type="checkbox"/> Granted <input type="checkbox"/> Denied	Date:	Signature of Administrator:
Add to approved list: <input type="checkbox"/>		