



Accessible Instructional Materials (AIM) Administrator Tracking Form

Last Updated October 2, 2013

Textbook Title/Core Related Instructional Materials	ISBN	Publisher	Date Ordered	Date Received	Date Needed	* Reason not available on date needed	** AIM Status

- * Reasons AIM not available on date needed:
- 1 Student moved in during the school year
 - 2 Newly identified need for AIM
 - 3 Publisher delay
 - 4 Accessible Material Producer delay
 - 4a AEA
 - 4b Bookshare
 - 4c Iowa Department for the Blind
 - 4d District
 - 5 Other (list in column)
 - 6 Not known

- ** When completing AIM Status, at the end of the school year, please choose the best option below and place the corresponding letter in the chart above.
- A: Kept by Student
 - B: Destroyed
 - C: Returned to IDB
 - D: Returned to AEA
 - E: Other

For internal school use only