

**Ministry of Training,  
Colleges and Universities**

Postsecondary Education  
Division

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**Ministère de la Formation et des  
Collèges et Universités**

Division de l'éducation  
postsecondaire

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**MEMORANDUM****FROM:**

Joanne Brown  
Acting Director, Postsecondary Accountability Branch  
Ministry of Training, Colleges and Universities

Nancy Sanders  
Director, Provincial Schools Branch  
Ministry of Education

**SUBJECT:**

**Invitation to join Alternate Education Resource for Ontario  
(AERO)**

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On February 20, 2014, the Ministry of Training, Colleges and Universities & the Ministry of Education were pleased to announce the launch of an expanded online service that will help postsecondary students with disabilities get their textbooks in the alternative formats they need, faster and in higher quality than ever before. We would like to extend an invitation to postsecondary institutions and publishers who are interested in joining AERO.

**AERO**

AERO is based on a unique partnership between the Government of Ontario, textbook publishers and Ontario's publicly assisted colleges and universities. By creating a centralized province-wide digital repository, higher quality accessible books are available to students when they need them. The service delivers customized versions of learning materials in Braille, Kurzweil, large print, accessible PDF, audio, Daisy, e-texts and more.

Once faculty identify the textbooks they will use in their courses, their students can purchase the books and submit requests to AERO. AERO will then be able to produce and deliver various formats of those books to more than 6,000 postsecondary students with perceptual disabilities across the province. This includes students who are blind, have low vision or a learning disability, or are unable to use print materials.

## How you can benefit from AERO services

AERO will help postsecondary institutions and publishers meet their obligations under the Ontario Human Rights Code, and assist in compliance with the Accessibility for Ontarians with Disabilities Act.

AERO is a service that is provided at no cost and will have minimal impact on your current business practices. By creating a centralized repository for textbooks and resource materials, AERO serves as a single point of contact for postsecondary institutions in Ontario and provides students with higher quality accessible books to students when they need them. AERO provides a secure IT environment and is easy to use, saving you time and money.

A detailed overview on AERO services, including information brochures for publishers and postsecondary institutions, can be found at <http://alternativeresources.ca/Aero/Public/AboutUs.aspx>.

## Steps to Join AERO

If you are interesting in joining AERO, please complete the following:

1. Review the Memorandum of Agreement.
2. Complete the Intent to join Memorandum by a signatory who has authority to bind the institution or business.
3. Name the individual who will be the primary contact for AERO services at your institution and business.
4. Provide all signed documents and contact information to Kirsty Dixon at [Kirsty.dixon@ontario.ca](mailto:Kirsty.dixon@ontario.ca).

Should you have any questions on AERO, please contact Kirsty Dixon, AERO Project Manager at [kirsty.dixon@ontario.ca](mailto:kirsty.dixon@ontario.ca) or Jane Cousens, Senior Policy Advisor, Postsecondary Accountability Branch at [jane.cousens@ontario.ca](mailto:jane.cousens@ontario.ca).

Thank you for your interest in AERO. We look forward to working with you.

Sincerely,

Joanne Brown  
Acting Director, Postsecondary Accountability  
Branch  
Ministry of Training, Colleges and Universities

Nancy Sanders  
Director, Provincial Schools Branch  
Ministry of Education