

UNIVERSITY OF CENTRAL FLORIDA
Office of Equal Opportunity and Affirmative Action Programs
Request for Reasonable Accommodation in **Employment**

The University of Central Florida welcomes members of the campus community and members of the public to participate in the programs and services offered. Alternate formats, assistive devices, and special arrangements are available upon request. Advance notice (at least 72 hours) is recommended for arrangement of the most appropriate service.

Name of requestor:	Date of request:
UCF Address:	
UCF Phone number(s):	
Campus E-mail address:	

Category of functional impairment needing accommodation (check all that apply):

- | | |
|---|--|
| <input type="checkbox"/> Physical | <input type="checkbox"/> Visual impairment |
| <input type="checkbox"/> Manual dexterity impairment | <input type="checkbox"/> Speech impairment |
| <input type="checkbox"/> Specific learning disability | <input type="checkbox"/> Hearing Impairment |
| <input type="checkbox"/> Mental/Emotional Illness | <input type="checkbox"/> Mobility Impairment |
| <input type="checkbox"/> Other (describe): | |

If the disability is not readily observable, a UCF [Certification of Health Care Provider for Employee's Serious Health Condition](#) must be completed by a recognized health practitioner caring for the requestor. The form may be found on the UCF Human Resources website under Forms.

Program or service in which reasonable accommodation is requested: **Employment.**
Accommodation(s) Requested (these will be discussed further with the requestor):

Accommodation(s) granted following analysis:

Approved by: _____ Date: _____
Departmental Representative

Reviewed by: _____ Date: _____
ADA Coordinator

The University of Central Florida is an Equal Opportunity/Equal Access/Affirmative Action institution. Transmit form to UCF EO Office, Millican Hall 330, University of Central Florida, Orlando, Florida 32816-0030. Phone (407) 823-2348 or TDD (407) 823-2116. Fax (407) 823-3668. E-mail eeo@mail.ucf.edu.

UNIVERSITY OF CENTRAL FLORIDA
Office of Equal Opportunity and Affirmative Action Programs
Request for Reasonable Accommodation in **Public Access**

The University of Central Florida welcomes members of the campus community and members of the public to participate in the programs and services offered. Alternate formats, assistive devices, and special arrangements are available upon request. Advance notice (at least 72 hours) is recommended for arrangement of the most appropriate service.

Name of requestor:	Date of request:
UCF Address:	
UCF Phone number(s):	
Campus E-mail address:	

Category of functional impairment needing accommodation (check all that apply):

- | | |
|---|--|
| <input type="checkbox"/> Physical | <input type="checkbox"/> Visual impairment |
| <input type="checkbox"/> Manual dexterity impairment | <input type="checkbox"/> Speech impairment |
| <input type="checkbox"/> Specific learning disability | <input type="checkbox"/> Hearing Impairment |
| <input type="checkbox"/> Mental/Emotional Illness | <input type="checkbox"/> Mobility Impairment |
| <input type="checkbox"/> Other (describe): | |

If the disability is not readily observable, a medical certification from a recognized health care practitioner may be requested prior to provision of the accommodation.

Program or service in which reasonable accommodation is requested: **Public Access**.
Accommodation(s) Requested (these will be discussed further with the requestor):

Accommodation(s) granted following analysis:

Approved by: _____ Date: _____
Departmental Representative

Reviewed by: _____ Date: _____
ADA Coordinator

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Students requesting accommodation in the academic program:

Welcome to the University of Central Florida. The university welcomes members of the campus community and members of the public to participate in the programs and services offered. Alternate formats, assistive devices, and special arrangements are available upon request. Advance notice (at least 72 hours) is recommended for arrangement of the most appropriate service.

All academic requests are administered through [Student Disability Services](#). This office is a part of Student Development and Enrollment Services.

Student Disability Services is located in Ferrell Commons, FC Room 132, Orlando campus. Service locations are placed at the regional campuses, as well. Phone (407) 823-2371 for further information. TDD (407) 823-2116. Email sds@mail.ucf.edu.

UCF EO/AA revised 12/99, 01/02, 03/05, 03/07, 12/08, 4/09 for ADA-AA implementation, 7/10.