

REQUEST FOR REASONABLE ACCOMMODATION

Brigham Young University–Hawaii provides reasonable accommodations to support individuals with physical or mental disabilities in performing the essential functions of their job, provided it does not create undue hardship. Examples of reasonable accommodations may include, but are not limited to, more frequent or extended breaks, obtaining or adjusting equipment or seating, temporary reassignment to a less strenuous or hazardous position (with a return to the original position when the disability is resolved), light duty (if available), restrictions on lifting, assistance with manual labor, or modified work schedules.

EMPLOYEE INFORMATION	
Employee Name:	Job Title:
Department:	Supervisor:
Phone E☒	Email:
<p>In some cases, you may need to obtain additional information and/or documentation about your condition. This may include documentation from your doctor or other medical provider. If requested, can you provide documentation to support your request and need for the accommodation?</p> <p style="text-align: center;">Yes No</p>	
<div style="display: flex; justify-content: space-between; border-bottom: 1px solid black; margin-bottom: 5px;"> ☐☐ ☐☐ ☐☐☐☐☐☐ ☐☐☐ ☐☐☐ ☐ ☐☐☐☐☐☐☐ ☐ ☐☐ ☐ </div>	
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ACKNOWLEDGMENT	
<p>I certify that the above information is complete and accurate to the best of my knowledge, and I understand that any intentional misinterpretation contained in this request may result in disciplinary action. I also understand that my request for an accommodation may not be granted if it is unreasonable and/or if it creates an undue hardship on employer.</p>	
Employee☐☐☐	Date:

Date accommodation to begin:

Date accommodation to end or continuous: