

Application for Exception to EIT Accessibility Policy

Utah Valley University requires that Electronic Information Technology (EIT) be accessible and usable by all, including individuals with disabilities. Where it is not possible to provide accessible technology, an exception to policy must be requested and approved prior to purchase.

# Requesting Department or Unit:

**Name:**

**Title:**

**Department:**

**College/Division:**

**Email**:

**Office Extension:**

**Date:**

# Product Information:

**Product Name:**

**Product Description:**

**Product Purpose** (describe the business purpose or educational opportunities/benefits provided by the product):

1. Has the product’s accessibility been evaluated by the EIT Accessibility Coordinator? If so, what were the findings (attach Minimum Functional Accessibility Findings Report if available)?
2. If the product is not accessible, is there a more accessible product available that would meet the same institutional need?
3. If not, can Equally Effective Alternative Access (see *Equally Effective Alternative Access Plan (EEAAP)*) be provided for students with a disability impacted by the accessibility issues? (Please explain)
4. If not, does the vendor have a plan to become accessible within a relatively short period of time? If so, what is the projected time frame for remediation?
5. If not, would the course, program, or service be fundamentally altered without the use of this product? (Please explain)

Determination:

* Yes, proceed with purchase
* Yes, proceed with purchase with the following conditions:
  + Equally Effective Alternative Access Plan (EEAAP)
  + Modified Contract Language
  + Vendor Accountability (follow up with vendor on promises made)
* No, do not proceed with purchase