Process for applying or reapplying for COVID-19 temporary alternative work arrangement for the Summer and Fall 2021 Semester

- Requests due to a disability as defined by the Americans with Disabilities Act (ADA)
  - Faculty and staff who were previously approved for a temporary alternative work arrangement for Spring 2021 as an accommodation due to a medically documented ADA disability will need to reapply for an accommodation for the Summer or Fall 2021 semester.
    - HR will work with deans and / or department chairs to confirm the ongoing effectiveness of these arrangements.
  - For any new ADA requests, faculty and staff must complete and submit the Temporary Alternative Work Arrangement Request Form found on the HR page.
    - You must also complete and submit the Medical Information form, (also found on the HR page) which requires medical provider documentation. Your medical information will remain confidential and will not be shared outside of Human Resources.

- Requests due to being in a higher risk category
  - If you are seeking an arrangement because you’re in a higher risk category due to medical reasons (other than a disability as defined by the ADA), you must also complete and submit the Medical Information form (also found on the HR page), which requires medical provider documentation.
    - Your medical information will remain confidential and will not be shared outside of Human Resources.
    - Please note that the CDC recently updated these risk categories.