Electronic and Information Resource (EIR) Accessibility Exception Request

☐ 06 AgriLife Research  ☐ 07 AgriLife Extension Service  ☐ 20 TVMDL

Requester: ________________________________  Date: ________________________________

Position: ____________________  Phone: ____________________  Email: __________________

Dept./Unit: ____________________  Address: __________________

EIR Owner: ________________________________  Owner Email: __________________

Description of Inaccessible Electronic and Information Resource (EIR):

EIR Title: ________________________________

EIR Description (if applicable, include URL address, or location of hardware, or office equipment):

EIR Type:
☐ Web page  ☐ Software application  ☐ Electronic Document (PDF, MS Word, PPT, etc.)
☐ Multimedia or video content  ☐ Information technology hardware or office equipment
☐ Electronic form  ☐ Other (describe): ________________________________

Is the EIR:
☐ Under development?  ☐ Acquired or procured from third party?

Planned Completion Date: ____________________  Name of agency or third party: ____________________

☐ Under Revision  ☐ Completed

The EIR is:
☐ Public facing, high traffic  ☐ Mission critical for service delivery
☐ Public facing, moderate traffic  ☐ Required to perform an essential job function
☐ Internal use, high number of users  ☐ Used in staff development or training
☐ Internal use, low number of users  ☐ Other (describe): ________________________________

For questions or assistance completing this form, contact your agency EIR accessibility coordinator:
Alan Kurk (979-845-9343) – akurk@tamu.edu
Justification for Exception:

Select the reason(s) for requesting this exception:

☐ Cost prohibitive
☐ Underlying EIR technology platform not accessible
☐ Adequate skilled resources unavailable
☐ Large programming impact
☐ Nearing end of life cycle
☐ Marketplace exception
☐ Other

(describe):

Provide supporting information to justify this request:

Date of Accessibility Evaluation: ________________ Est. cost for bringing the EIR to compliance: $

☐ No estimate done (explain):

Planned accessibility Compliance Date: ________________ If no date is planned, provide explanation:

Other Relevant Information:

Alternative Compliance Methods:

Describe the alternative means of access, including time and expense to implement:

Agency EIR Accessibility Coordinator Recommendation:

Comments:

☐ Approval Recommended ☐ Approval Not Recommended

Vice Chancellor and Dean for Agriculture and Life Sciences:

This exception request is: ☐ Approved ☐ Denied

Duration of Exception Granted: ☐ 12 months ☐ 24 months ☐ Other (specify): ________________

Original Signature Required

Vice Chancellor and Dean for Agriculture and Life Sciences Date

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