

\_\_\_\_\_  
Name (please print) Email

Please Identify:  Employee  Student

\_\_\_\_\_  
Date Phone

**For Students:**

Student ID: \_\_\_\_\_ College: \_\_\_\_\_

Department Program: \_\_\_\_\_

Class(es) for which accommodation is being sought: \_\_\_\_\_

**For Employees:**

Employee Title and Position: \_\_\_\_\_ Supervisor Name: \_\_\_\_\_

Position: \_\_\_\_\_

**Please respond to each question:**

Specify the policy, practice, or schedule for which you are seeking religious accommodation

Specify how such policy, practice, or schedule conflicts with your religious or sincerely held beliefs

Specify the accommodation or modification that you requesting

List any other accommodations that would eliminate the conflict

I verify that my religious beliefs and practices, which prompt this request for a religious accommodation, are sincerely held. I understand that the accommodation requested may not be granted, but that the College will attempt to provide a reasonable accommodation that does not create an undue hardship on the College. A religious accommodation is specific to the dates and specific accommodation requests made. Other (or ongoing holiday or holy day observance) religious accommodation require additional requests.

\_\_\_\_\_  
Date Signature

## Disposition

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Approved:  Yes  No

Specify accommodation provided:

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If request is denied, specify reason (i.e. undue hardship, unreasonable, other):

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Date

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Signature

For students, the final disposition should be signed by the faculty member granting the accommodation. For employees, the disposition should be signed by the requesting employee's supervisor.

The Maricopa County Community College District (MCCCD) is an EEO/AA institution and an equal opportunity employer of protected veterans and individuals with disabilities. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, age, or national origin. A lack of English language skills will not be a barrier to admission and participation in the career and technical education programs of the District.

The Maricopa County Community College District does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities. For Title IX/504 concerns, call the following number to reach the appointed coordinator: (480) 731-8499. For additional information, as well as a listing of all coordinators within the Maricopa College system, visit <http://www.maricopa.edu/non-discrimination>.