

# WTAMU Electronic and Information Resource (EIR) Accessibility Exception Request Form

*Please complete and return to the Office of Information Technology, HELC room 55, or fax to 651-1249.*

### Department Information (required)

Name

Address

City, State, Zip

### Your Contact Information (required)

Name

Title

Email

Phone Number

Fax

### Alternate Contact Information (optional)

Name

Title

Email

Phone Number

Fax

### Type of EIR for which an exception is requested (required)

- Software Applications or Operating Systems (TAC §213.30)
- Web Sites (TAC §206.70)
- Telecommunications Products (TAC §213.31)
- Video and Multimedia Products (TAC §213.32)
- Self Contained, Closed Products (TAC §213.33)
- Desktop or Portable Computers (TAC §213.34)

### Please name or describe the EIR (required):

### Standard(s) which cannot be satisfied (select all that apply) (required)

- Functional performance Criteria Specifications (TAC §213.35)

Please specify standard(s):

- Information, Documentation, and Support Standards (TAC §213.36)

Please specify standard(s):

- Other

Please specify standard(s):

**Justification for Exception (select all that apply) (required)**

Accessible alternative is unavailable

Explain:

Relevant Cost Avoidance Estimate:

Accessible alternative imposes a significant difficulty or expense

Explain:

Relevant Cost Avoidance Estimate:

Other

Explain:

Relevant Cost Avoidance Estimate:

**Plan for alternate means of access for persons with disabilities (required)**

Describe:

Expected Date of Completion:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

.....  
For Internal Use

Date Received: \_\_\_\_\_

Date of Expiration: \_\_\_\_\_

Approved:     Yes         No

\_\_\_\_\_  
Signature (President/Chief Executive Officer)

\_\_\_\_\_  
Date