

**The University of Texas at El Paso
Electronic and Information Resources (EIR)
Accessibility Exception Request**

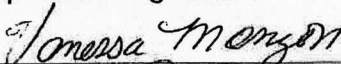
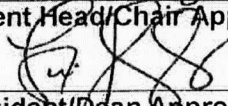

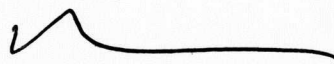
1. Requestor Information	
Name: Vanessa Monzon	
Title: Manager	
Department: Enterprise Computing	
Phone Number: (915) 747-8735	Email: vmonzon@utep.edu
2. Description of EIR	
Is the EIR: <input type="checkbox"/> Proposed purchase/renewal <input checked="" type="checkbox"/> Under development <input type="checkbox"/> Under revision <input type="checkbox"/> Completed/acquired Completion date: _____	EIR Type: <input type="checkbox"/> Web page <input checked="" type="checkbox"/> Software application <input type="checkbox"/> Electronic form <input type="checkbox"/> Multimedia or video content <input type="checkbox"/> Electronic document (PDF, MS Word, PPT, etc.) <input type="checkbox"/> Information technology hardware or office equipment <input type="checkbox"/> External electronic resource (subscriber databases)
EIR Title: Competency Pre-Test for Education Students	
EIR Brief Detailed Description: Educational Testing Service (ETS) has supplied pdf files designed to prepare education students to take the "Competency" tests. The testing center and the Education department wish to offer the Pre-Tests digitally.	
The EIR is (enter X for all that apply): <input type="checkbox"/> Mission critical for service delivery <input type="checkbox"/> Required to perform an essential job function <input type="checkbox"/> Used for research	<input type="checkbox"/> Used in staff development or training <input checked="" type="checkbox"/> Accessed by UTEP log-in only <input type="checkbox"/> Other _____
Identify the Population & Number of Users: <input checked="" type="checkbox"/> Students <u>1500</u> <input type="checkbox"/> Faculty _____ <input type="checkbox"/> Staff _____	<input type="checkbox"/> General public <input type="checkbox"/> Specialized group _____ <input type="checkbox"/> Other _____
3. Contract Amount & Expiration Date of Exception:	
Contract amount: 0	Anticipated date of expiration: N/A
4. Justification for Exception	
Describe the significant difficulty and/or expense in achieving accessibility and how often the EIR is accessed: In OCR enabling ETS's: pdfs, some graphics will not OCR.	
Do similar products exist? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, what is the name of the product and what is the associated cost:	

5. Alternative Methods

Describe how alternative access is to be provided including the time and expense required to implement the alternate access (Alternate access methods include voice, fax, teletypewriter, internet posting, captioning, text-to-speech synthesis, and audio description):

The CASS office upon request will designate a reader/scribe to explain all graphics not OCR'd for any CASS registered students. All qualifying students can request this accommodation at no charge.

6. Approval/Denial

Requestor's signature: 	Date: 12/12/2017
Department Head/Chair Approval: 	Date: 12/12/2017
Vice President/Dean Approval:	Date:
Dr. Riter, VPIRP Approval:  	Date: 12/14/17