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

1. Requestor Information
Name: Vanessa Monzon
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2. Description of EIR
Is the EIR:
- [x] Under development
- [ ] Proposed purchase/renewal
- [ ] Under revision
- [ ] Completed/acquired

Completion date: ____________

EIR Type:
- [x] Software application
- [ ] Web page
- [ ] Electronic form
- [ ] Multimedia or video content
- [ ] Electronic document (PDF, MS Word, PPT, etc.)
- [ ] Information technology hardware or office equipment
- [ ] 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):
- [x] Mission critical for service delivery
- [x] Accessed by UTEP log-in only
- [ ] Required to perform an essential job function
- [ ] Other ____________

- [ ] Used in staff development or training
- [ ] Other ____________

Identify the Population & Number of Users:
- [x] Students 1500
- [ ] Faculty ____________
- [ ] Staff ____________
- [ ] General public
- [ ] Specialized group ____________
- [ ] 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? [ ] Yes [x] 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 OCRed for any CASS registered students. All qualifying students can request this accommodation at no charge.

6. Approval/Denial
Requestor's signature: [Signature]

Department Head/Chair Approval: [Signature] Date: 12/12/2017

Vice President/Dean Approval: [Signature] Date:

Dr. Riter, VPIRP Approval: [Signature] Date: 12/14/17