

Voluntary Self-Identification of Disability Instructions

1. Log in to [myBama](#).
2. Click on the Employee tab.
3. Click on the Employee Services folder in the Banner Self-Service box.
4. Click on the Disability Information folder in the Employee Services folder.
5. Click on the Disability Self-Identification Form link.
6. Read the Voluntary Self-Identification of Disability information and check the box that applies.
7. Click Submit.

The University of Alabama is committed to the concept and practice of equal opportunity and affirmative action. It is the policy of The University of Alabama not to discriminate on the basis of a physical or mental disability or an individual's status as a disabled veteran or any other protected Covered Veteran with regard to recruitment or advertising, hiring, training, promotion, and other terms and conditions of employment, provided the individual is qualified, with or without reasonable accommodations, to perform the essential functions of the job. These provisions are detailed in the University's Affirmative Action Plan for Veterans and Individuals with Disabilities. In accordance with public law, the University's program of affirmative action invites job applicants, individuals offered employment, and current employees who believe they are covered veterans or individuals with disabilities to identify themselves in order to receive the benefits of affirmative action. This information is used solely for affirmative action purposes, is being requested on a voluntary basis, and will be used and be kept confidential in accordance with the ADA. Refusal to provide this information will not subject any job applicants, individuals offered employment, or current employees to any adverse treatment.

The Affirmative Action Plan for Veterans and Individuals with Disabilities is available for inspection in the Office of Equal Opportunity/University Compliance during regular business hours upon request.

If you have a disability, you may be entitled to a reasonable accommodation to enable you to perform the essential functions of your job. Reasonable accommodations are determined on a case-by-case basis, and may include acquisition or modifications of equipment or devices; adjustments or modifications of training materials or policies; changes in the physical layout of the workspace; or other accommodations that may be reasonable and appropriate. Employees requesting reasonable accommodations must submit their request online through [AbsenceTracker](#).