Welcome to Wright State!

Pursuant to compliance with the regulations outlined below, the Office of Equity and Inclusion is providing this opportunity for new employees of Wright State University to please complete voluntary self-identification of disability status and voluntary self-identification of veteran status forms. (For additional information about veteran classification, please ask an HR Operations Analyst or contact the Office of Equity and Inclusion.)

Section 503 of the Rehabilitation Act of 1973, as amended, and Title 41, Part 60-741 of the Code of Federal Regulations (CFR) require federal contractors and subcontractors to invite each of its employees to voluntarily inform the contractor whether the employee believes that he or she is an individual with a disability. Additionally, the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended, and 41 CFR Part 60-300 require federal contractors and subcontractors to compile and submit annually a report on the number of current employees who are covered veterans.

The Office of Equity and Inclusion will keep this information confidential and it will not be added to an individual's personnel file. The collected data will only be used in accordance with federal regulations as outlined in 41 CFR Part 60-741.23(d) and in 41 CFR Part 60-300.42.

Please note that filling out the survey does not constitute a request for an accommodation related to the Americans with Disabilities Act, as amended. Any employee who wishes to request a reasonable accommodation per the Americans with Disabilities Act, as amended, should contact the Office of Equity and Inclusion at (937) 775-3207 or oei-ada@wright.edu. Per federal regulations and Wright State University policy, any individual who self-identifies a protected veteran status, a disability and/or requests a reasonable accommodation per the Americans with Disabilities Act, as amended, is protected against discrimination, harassment and/or retaliation based on this disclosure.

The Office of Equity and Inclusion greatly appreciates your assistance. If you have any questions or concerns, please feel free to contact us at (937) 775-3207 or oei@wright.edu.

Thank you!

Office of Equity & Inclusion Staff

Wright State University
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Wright State University does not discriminate on the basis of race, color, religion, age, national origin, national ancestry, sex, pregnancy, gender, gender identity or expression, sexual orientation, military service or veteran status, mental or physical disability, or genetic information in employment, admission, treatment, or access to its programs or activities.
Voluntary Self-Identification of Disability

Why are you being asked to complete this form?

Because we do business with the government, we must reach out to, hire, and provide equal opportunity to qualified people with disabilities. To help us measure how well we are doing, we are asking you to tell us if you have a disability or if you ever had a disability. Completing this form is voluntary, but we hope that you will choose to fill it out. If you are applying for a job, any answer you give will be kept private and will not be used against you in any way.

If you already work for us, your answer will not be used against you in any way. Because a person may become disabled at any time, we are required to ask all of our employees to update their information every five years. You may voluntarily self-identify as having a disability on this form without fear of any punishment because you did not identify as having a disability earlier.

How do I know if I have a disability?

You are considered to have a disability if you have a physical or mental impairment or medical condition that substantially limits a major life activity, or if you have a history or record of such an impairment or medical condition.

Disabilities include, but are not limited to:

- Blindness
- Deafness
- Cancer
- Diabetes
- Epilepsy
- Autism
- Cerebral palsy
- HIV/AIDS
- Schizophrenia
- Muscular dystrophy
- Bipolar disorder
- Major depression
- Multiple sclerosis (MS)
- Missing limbs or partially missing limbs
- Post-traumatic stress disorder (PTSD)
- Obsessive compulsive disorder
- Impairments requiring the use of a wheelchair
- Intellectual disability (previously called mental retardation)

Please check one of the boxes below:

☐ YES, I HAVE A DISABILITY (or previously had a disability)
☐ NO, I DON'T HAVE A DISABILITY
☐ I DON'T WISH TO ANSWER

_________________________  _______________________
Your Name                    Today's Date
Federal law requires employers to provide reasonable accommodation to qualified individuals with disabilities. Please tell us if you require a reasonable accommodation to apply for a job or to perform your job. Examples of reasonable accommodation include making a change to the application process or work procedures, providing documents in an alternate format, using a sign language interpreter, or using specialized equipment.

1 Section 503 of the Rehabilitation Act of 1973, as amended. For more information about this form or the equal employment obligations of Federal contractors, visit the U.S. Department of Labor's Office of Federal Contract Compliance Programs (OFCCP) website at www.dol.gov/ofccp.

PUBLIC BURDEN STATEMENT: According to the Paperwork Reduction Act of 1995 no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. This survey should take about 5 minutes to complete.
Vietnam Era Veterans' Readjustment Assistance Act (VEVRAA) Voluntary Form

Wright State University is a Government contractor subject to the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended by the Jobs for Veterans Act of 2002, 38 U.S.C. 4212 (VEVRAA), which requires Government contractors to take affirmative action to employ and advance in employment:

(1) disabled veterans;
(2) recently separated veterans;
(3) active duty wartime or campaign badge veterans; and
(4) Armed Forces service medal veterans.

These classifications are defined as follows:

- A "disabled veteran" is one of the following:
  - a veteran of the U.S. military, ground, naval or air service who is entitled to compensation (or who but for the receipt of military retired pay would be entitled to compensation) under laws administered by the Secretary of Veterans Affairs; or
  - a person who was discharged or released from active duty because of a service-connected disability.
- A "recently separated veteran" means any veteran during the three-year period beginning on the date of such veteran's discharge or release from active duty in the U.S. military, ground, naval or air service.
- An "active duty wartime or campaign badge veteran" means a veteran who served on active duty in the U.S. military, ground, naval or air service during a war, or in a campaign or expedition for which a campaign badge has been authorized under the laws administered by the Department of Defense.
- An "Armed Forces service medal veteran" means a veteran who, while serving on active duty in the U.S. military, ground, naval or air service, participated in a United States military operation for which an Armed Forces service medal was awarded pursuant to Executive Order 12985.

If you believe you belong to any of the categories of protected veterans listed above, please indicate by checking the appropriate box below. As a Government contractor subject to VEVRAA, we request this information in order to measure the effectiveness of the outreach and positive recruitment efforts we undertake pursuant to VEVRAA.

☐ I IDENTIFY AS ONE OR MORE OF THE CLASSIFICATIONS OF PROTECTED VETERAN LISTED ABOVE

☐ I AM NOT A PROTECTED VETERAN

☐ I CHOOSE NOT TO SELF-IDENTIFY

Name (Please print.)

Today's Date

Submission of this information is voluntary and refusal to provide it will not subject you to any adverse treatment. The information provided will be used only in ways that are not inconsistent with the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended.

The information you submit will be kept confidential, except that (i) supervisors and managers may be informed regarding restrictions on the work or duties of disabled veterans, and regarding necessary accommodations; (ii) first aid and safety personnel may be informed, when and to the extent appropriate, if you have a condition that might require emergency treatment; and (iii) Government officials engaged in enforcing laws administered by the Office of Federal Contract Compliance Programs, or enforcing the Americans with Disabilities Act, may be informed.

Wright State University does not discriminate on the basis of race, color, religion, age, national origin, national ancestry, sex, pregnancy, gender, gender identity or expression, sexual orientation, military service or veteran status, mental or physical disability, or genetic information in employment, admission, treatment, or access to its programs or activities. Wright State University adheres to all applicable state and federal equal opportunity/affirmative action statutes and regulations.
The following person has been designated to handle requests for reasonable accommodations (per the Americans with Disabilities Act, as amended) for applicants for employment, faculty and staff and inquiries regarding the University's non-discrimination policies:

Mr. Matthew L. Boaz, Director
Title IX Coordinator
504/Title II Coordinator
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