Accessibility Exception Form

Product/Application Name (indicate vendor as appropriate):

Service Owner:

Managing Director:

Exception Start Date:

Exception End Date:

Is the Application public-facing?
  o Yes
  o No

Who are the users for this application? (check all that apply and indicate primary or target user category)
  o Students
  o Faculty
  o Staff
  o Alumni
  o All

What’s the size of the contemplated user base?
  o < 10
  o > 10 but < 100
  o > 100

Please explain the reason for this exception request (one or two sentences):

Exception Accepted

Reviewed By:  

(Anne Margulies, CIO)

Notes:
1. Create Service Now Incident Ticket for this exception where Service = Vendor Management – Contract Negotiations; Category = Negotiation Support.
2. In the Short Description field enter: [Application Name]
3. Assign ticket to: Assignment Group = Vendor Management
4. Attach the completed Exception form to the Service Now ticket.