



Temporary Exception for Accessibility (Revised November '25)

Harvard is committed to procuring technology that is accessible and usable by all, including people with disabilities, in accordance with the [Harvard University Digital Accessibility Policy](#). Where it is not possible to procure fully accessible technology, a Temporary Exception for Accessibility form may be submitted, granting a **one-year exception** when signed. To help justify an Exception a vendor should provide an accessibility roadmap that describes improvements, with dates of intended completion.

Instructions

The form should be signed by the University CIO or School/Unit CIO. If the contract is being stored in Harvard's [Buy-to-Pay \(B2P\) system](#), please contact your Contract Manager for uploading.

Date of Temporary Exception:

Product Description

Describe the product/service. Who is using it (Faculty, students, staff...etc) and how many total Harvard users? List the primary tasks these users need to accomplish (e.g., log in, submit a form, create content).

Reason for Temporary Exception

Please provide a reason for the Temporary Exception request, with an explanation of why the standard Accessibility Rider could not be signed.

Accessibility Roadmap/Contingency Planning

What commitments will the vendor make to render their product more accessible in the next year? If a Harvard user encounters a barrier in the near term, how will equivalent access be provided?

Harvard Product Owner(s):

University or School/Unit CIO Signature _____

Questions and Support: HUIT Digital Accessibility Services (DAS)

Email: digitalaccessibility@harvard.edu | Website: accessibility.huit.harvard.edu