

## VOLUNTEER/CONTRACT WORKER

### RELIGIOUS ACCOMMODATION REQUEST FORM FOR COVID-19 VACCINATION

The Glendale Community College District affords equal educational and employment opportunity for all students and for all qualified employees, applicants, and volunteers as to all terms of employment and prohibits discrimination against students, employees, applicants, and volunteers based on classifications protected by law, including, but not limited to, religion, creed, and religious belief, practice, or observance. Accordingly, the District provides reasonable accommodations for students, applicants, employees, and volunteers whose sincerely held religious belief, practice, or observance conflicts with an educational or employment requirement, unless providing a reasonable accommodation would result in undue hardship on the conduct of the District's operations.

To promote a safe and healthful workplace for employees and volunteers, and to promote the health and safety of students, employees, and volunteers working and learning on the District's campus and facilities, and members of the community, the District requires that all students, employees, and volunteers receive a COVID-19 vaccination by October 31, 2021 in order to attend in-person classes, participate in on-campus District activities and programs, or utilize District services for an extended amount of time. Volunteers and contract workers may use this form to request a religious accommodation if they have a sincerely held religious belief, practice, or observance that conflicts with the District's requirement that all students attending classes and programs, utilizing services, or participating in any activity on any campus receive a COVID-19 vaccination.

The District will consider requests for exemptions for sincerely held religious beliefs on an individual basis. Exemptions will not be approved based on a purely personal preference to not take the COVID-19 vaccine. Opposition to the COVID-19 vaccine due to medical beliefs does not constitute a conflict with the vaccination requirement based on your sincerely held religious belief.

Student to complete the following information:

#### Section A: General Information

Volunteer/Contract Worker Name: \_\_\_\_\_

Volunteer/Contract Worker Address: \_\_\_\_\_

Volunteer/Contract Worker Phone Number: \_\_\_\_\_

Volunteer/Contract Worker Email: \_\_\_\_\_

Please check all that currently apply to you:

- I am a volunteer or contract worker employed to perform work onsite at a GCC campus or facility.
- I interact with students, other employees, visitors, or members of the public while performing my job duties.
- I perform work in shared or communal spaces or areas where students, other employees, visitors, or members of the public may also be present.



If you have requested religious accommodations to the District before, please state the nature of the request, the approximate date the request was made, and the outcome of the request: (Attach additional pages as needed.)

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**Section D: Requested Accommodation**

Please describe the accommodation\* you are requesting.\*\*

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\* For volunteers & contract workers, please note that an accommodation must enable you to meet the essential functions of your volunteer position and/or job.

\*\* Please note that the District will consider your preferred accommodation and other possible accommodations that would resolve the conflict between your religious beliefs, practices, or observances and will select, approve, and implement the accommodation that it deems effective, which may include, but is not limited to: (1) job restructuring or job reassignment; (2) modification of work practices; (3) alteration to worksite location; or (4) personal protective equipment.

In some cases, the District will need to obtain documentation or other authority in support of your accommodation request. This may include documentation from your religious or spiritual leader.

If requested, can you provide documentation to support your sincerely held religious belief and need for an accommodation?

- YES
- NO

My signature below indicates that the information I have provided in this form accurately reflects my sincerely held religious beliefs, practices, or observances and its conflict with the District's requirement that all employees receive a COVID-19 vaccination. I also understand that in evaluating my request for an accommodation, the District may require me to provide additional supporting documentation and may not grant my request if it creates an undue hardship on the conduct of the District's operations. I understand that the District is relying on the information in this request to manage the health and safety of the District's employees, students and community. If the District determines that I have submitted false information I can be disciplined up to and including termination or expulsion.

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Student Signature (electronic signature not accepted)

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Date