JobTIPS



Reasonable Accommodations During the Hiring Process

- 1. Written materials in alternative formats (e.g., large print, Braille, audiotape)
- 2. Readers or sign language interpreters
- 3. A job coach to join you during an interview or at other times in the hiring process
- 4. Extended time on employment screening tests
- 5. More frequent breaks during employment screening tests
- 6. Separate setting to take employment screening tests
- 7. Separate, quiet setting to complete application
- 8. Word processed rather than hand-written responses on application
- 9. A quiet, non-distracting interview setting
- 10. An outline / schedule of the interview
- 11. A written version of interview questions
- 12 Pause / extra time to respond to interview questions
- 13. A break during the interview
- 14. Written responses to interview questions rather than verbal responses
 - * Based on your needs, there are other accommodations that you might request.

