



RELIGIOUS ACCOMODATION REQUEST FORM

Seattle Colleges will provide reasonable accommodations to qualified applicants and employees with sincerely held religious beliefs that prevent them from receiving the COVID-19 vaccine, unless providing such accommodations would pose an undue hardship.

Instructions for employees:

Below are initial intake questions for you to respond to in requesting a sincerely held religious belief exemption pursuant to Proclamation 21-14 exemption.

Please email your response to the following email address: hr.vaccine@seattlecolleges.edu no later than **October 18, 2021**.

If you have any questions or need more information, please do not hesitate to contact **Human Resources** at: hr.vaccine@seattlecolleges.edu.

Questionnaire:

1. Employee name and ctclinkID (EMPLID) Number: _____
2. You, _____ [employee name], assert that you have a sincerely held religious belief or religious conviction that prevents you from receiving the COVID-19 vaccine. YES NO
3. You, _____ [employee name] affirm/agree that you have never received a vaccine from a health care provider as an adult. YES NO

In most circumstances, Seattle Colleges will need to obtain additional follow up information about your sincerely held religious belief(s). Seattle Colleges will reach out to you if additional information is needed to process this request.

I certify that I have read and understood the information provided in this request, and that it is true to the best of my knowledge, information and belief.

Employee Signature

Date