

Effective Date: August 15, 2025

POLICY

EMPLOYMENT

Policy on Reasonable Accommodations for Employees or Applicants for Employment

RESPONSIBLE OFFICE

Equal Opportunity Office

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The University's Commitment to Provide Reasonable Accommodations

Note: The Procedures for requesting accommodations, including a list of defined terms in this

Please use this URL for the most recent version of this document: <https://www.bu.edu/policies/policy-on-reasonable-accommodations-for-employees-or-applicants-for-employment/>

Policy, can be found here in the [Procedures for Reasonable Accommodations for Employees or Applicants for Employment](#).

The University is committed to the goal of ensuring equal employment opportunities to all individuals, including providing reasonable accommodations as required by law to Applicants and Employees who need them because of a disability, pregnancy, childbirth, or a related medical condition. A reasonable accommodation may take many forms, but in general, it is any change to the workplace that provides an equal employment opportunity to an individual with a disability, pregnancy, childbirth, or a related medical condition, so that person can safely and effectively perform the essential functions of their position or participate in the employment application process.

The University will work with Employees and Applicants to determine what accommodation is reasonable for each person, given their unique circumstances. A proposed accommodation that imposes an undue hardship on the University is not reasonable.

This policy applies to all aspects of the University's operations, programs, and activities.

Retaliation against any Employee or Applicant for employment who requests an accommodation is prohibited.

Eligibility

This Policy applies to current Boston University Employees and Applicants for employment at BU.

This Policy **does not apply** to Student requests for accommodations or modifications as follows, including Student requests in their capacity as student employees.

- **All Students who need to request a reasonable accommodation due to a disability should contact [Disability and Access Services \(DAS\)](#).** DAS manages all student requests for accommodation on the basis of disability, whether related to workplace access or academic needs.
- **All Students who need to request a [Reasonable Modification](#) due to pregnancy, childbirth, or a related medical condition should contact the Equal Opportunity Office**

(EOO). All such requests will be handled by EOO in accordance with the Interim Equal Opportunity and Title IX Policy available here: <https://www.bu.edu/policies/interim-equal-opportunity-and-title-ix-policy/>.

The Reasonable Accommodation Process

BU's Equal Opportunity Office ("EOO") manages accommodations for Employees and Applicants for employment at BU. The role of EOO is to facilitate the interactive dialogue between the Employee or Applicant and their Responsible Unit or the relevant hiring manager.

Employees or Applicants seeking a reasonable accommodation due to a disability, pregnancy, childbirth, or a related medical condition can submit a request through the EOO website, using the ["Submit a Request"](#) form.

Further information about BU's Reasonable Accommodation process may be found in the Procedures (link).

Any questions about this Policy may be directed to the [Equal Opportunity Office](#) at 617-358-1796 or eeo@bu.edu.

END OF POLICY TEXT

Additional Resources Regarding This Policy

This Policy and its corresponding procedure replaced the [Reasonable Accommodations for Individuals with Disabilities, or Individuals who are Pregnant or Have a Pregnancy-Related Condition Policy](#) on August 15, 2025.

Related Policies and Procedures

- [Procedures for Reasonable Accommodations for Employees or Applicants for Employment](#)

Related Boston University Offices

- [Boston University Equal Opportunity Office](#)
- [Disability and Access Services \(DAS\)](#)

Student reasonable accommodation due to a *disability* requests are handled thorough [DAS](#), who manages all student requests for accommodation on the basis of disability, whether related to workplace access or academic needs.

Categories: Disability Accommodations, Employment, Employment, Workplace Keywords: accommodation, accommodation for employee, accommodations, disability, employee accommodation, employee accommodations