

## SELF IDENTIFICATION OF VETERAN STATUS AND DISABILITY

The University of Tennessee at Martin is committed to equal employment opportunity and affirmative action to qualified veterans and individuals with disabilities. As a government contractor, the University is subject to the Vietnam Era Veterans' Readjustment Assistance Act of 1974, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and the JVA 2002 Amendment.

You are invited to provide the information below to aid us in taking and evaluating affirmative measures and to assist us in complying with reporting requirements under federal law. In order to be in compliance with the Office of Federal Contract and Compliance Program, all veterans, all persons with disabilities, including veterans and non-veterans, are given an opportunity to self-identify following a job offer. **Provision of the information is voluntary.**

Information received about veteran status and disability is kept confidential, with the following exceptions: (1) supervisors and managers may be informed with regard to restrictions on the work or duties of employees with disabilities and any necessary accommodations and (2) first aid personnel may be informed, to the extent appropriate, when the condition might require emergency treatment. All requests for workplace accommodations based on a disability must be submitted and reviewed by the Equity and Diversity Officer: Office of Equity and Diversity (OED), 303 Administration; 731-881-3505.

PLEASE COMPLETE THE FOLLOWING: (See definitions for veteran status and disability on back of page.)

Name (First): \_\_\_\_\_ (Middle): \_\_\_\_\_ (Last): \_\_\_\_\_

Title: \_\_\_\_\_

Department: \_\_\_\_\_

Gender:  Female  Male

Race/Ethnicity:  American Indian or Alaskan Native  Asian

Black /African American  Caucasian

Hispanic or Latino  Native Hawaiian or Other Pacific Islander

Veteran Status: (Check any that apply.)

Non Veteran.

Special disabled veteran.

Vietnam Era Veteran.

Other Protected Veteran. Select one:

If War, Campaign, or Expedition not listed above, please add here: \_\_\_\_\_

Recently Separated Veteran. If checked, enter discharge date: \_\_\_\_\_

Armed Forces Service Medal Veteran

Disabled Veteran

Disability Status:

I have a disability.

I want to find out about potential accommodations for my disability and would like to be contacted by the Equity and Diversity Officer.

Rosemary Gray, Ed. D.  
Equity and Diversity Officer/Title VI Coordinator  
University of Tennessee at Martin  
303 Hall Moody Administration Building  
Martin, Tennessee 38238  
(731) 881-3505 Voice  
(731) 881-3507 Fax  
[rgray20@utm.edu](mailto:rgray20@utm.edu)

## DEFINITIONS

**Disability** – The term “*disability*” means, with respect to an individual –

- (A) a physical or mental impairment that substantially limits one or more major life activities of such individual;
- (B) a record of such an impairment; or
- (C) being regarded as having such an impairment

**Major Life activities** include, but are not limited to, caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, and working. For the purposes of this *Plan*, primary attention is given to those life activities that affect employability.

**Major Bodily Functions** – a major life activity also includes the operation of a major bodily function, including but not limited to, functions of the immune system, normal cell growth, digestive, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine, and reproductive functions.

**Substantially Limiting** – An impairment is substantially limiting if it prohibits or significantly restricts an individual’s ability to perform a major life activity as compared to the ability of the average person in the general population to perform the same activity. The determination of whether an impairment substantially limits a major life activity depends on the nature and severity of the impairment, the duration or expected duration of the impairment, and the permanent or long-term impact on the impairment.

**Has a record of such impairment** - means that the individual has a history of, or has been classified as having, a mental or physical impairment that substantially limits one or more major life activities.

**Regarded as having such an impairment** - An individual meets the requirements of “being regarded as having such as impairment” if the individual establishes that he or she has been subjected to an action prohibited under this Act because of an actual or perceived physical or mental impairment whether or not the impairment limits or is perceived to limit a major life activity.

**Recently separated Veteran** (Discharged or released from active duty on or after 08/01/2005)

**Disabled veteran** (i) A Veteran of the U.S. military, ground, naval or air service who is entitled to compensation (or who but for the receipt of military retired pay would be entitled to compensation) under laws administered by the Secretary of Veterans Affairs, or (ii) A person who was discharged or released from active duty because of a service-connected disability.

**Special Disabled Veteran** (i) a veteran of the U. S. military, ground, naval, or air service who is entitled to compensation (or who but for the receipt of military retired pay would be entitled to compensation) under laws administered by the Department of Veterans’ Affairs for a disability (A) rated at 30 percent or more, or (B) rated at 10 or 20 percent in the case of a veteran who has been determined under Section 38 U. S. C. 3106 to have a serious employment handicap or (ii) a person who was discharged or released from active duty because of a service-connected disability.

**Veteran of the Vietnam Era** - A person who: (i) served on active duty in the U.S. military, ground, naval or air service for a period of more than 180 days, and who was discharged or released there from the with other than a dishonorable discharge, if any such active duty was performed: (A) in the Republic of Vietnam between February 28, 1961, and May 7, 1975; or (B) between August 5, 1964, and May 7, 1975, in all other cases; or (ii) was discharged or released from active duty in the U. S. military, ground, naval or air service for a service-connected disability if any part of such active duty was performed (A) in the Republic of Vietnam between February 28, 1961, and May 7, 1975; or (B) between August 5, 1964, and May 7, 1975, in any other location.

**Armed Forces Service Medal Veteran** – A Veteran who, while serving on active duty in the U. S. military, ground, naval or air service, participated in a United States military operation for which an Armed Forces service medal was awarded pursuant to Executive Order 12985 (61 Fed. Reg. 1209) at <http://www.opm.gov/veterans/html/vgmedal2.asp>

**Other protected Veterans** - veterans who served on active duty in the U. S. military, ground, naval or air service during a war or in a campaign or expedition for which a campaign badge has been authorized. For those with internet access, the information required to make this determination is available at <http://www.opm.gov/veterans/html/vgmedal2.htm>. A copy of the list also may be obtained by sending an e-mail to [helpdesk@vets100.com](mailto:helpdesk@vets100.com) or by calling (301) 306-6752 and requesting that a copy of the list be mailed to you.