



**THE GEORGE  
WASHINGTON  
UNIVERSITY**  
WASHINGTON, DC

**Responsible University Official:** Vice President for Human Resources  
**Responsible Office:** Office of Equal Employment Opportunity and Affirmative Action  
**Origination Date:** Not Available  
**Last Amended Date:** September 1, 2005

## RELIGIOUS ACCOMMODATION

### Policy Statement

At the employee’s request, the university will attempt to provide a reasonable accommodation for sincerely held religious beliefs and practices of the employee if to do so does not impose an undue hardship on the employee's department, or interfere with the employee's ability to perform the essential functions of his or her position.

### Reason for Policy/Purpose

To provide guidance to employees and managers concerning religious accommodations.

### Who Needs to Know This Policy

Faculty, staff, and students

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## RELIGIOUS ACCOMMODATION

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### **Policy/Procedures**

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Sometimes individuals hold religious beliefs or conduct religious practices that conflict with their work schedules or assigned responsibilities. At the employee's request, the university will attempt to provide a reasonable accommodation for sincerely held religious beliefs and practices of the employee if to do so does not impose an undue hardship on the employee's department, or interfere with the employee's ability to perform the essential functions of the position. If an employee would like to request, or if a manager receives a request for, a religious accommodation, please contact the Office of Equal Employment Opportunity and Affirmative Action. Employees may be asked to provide appropriate documentation to support the request.

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### **Website Address for This Policy**

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[GW University Policies](#)

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### **Contact**

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<b>Subject</b>	<b>Contact</b>	<b>Telephone</b>	<b>Email</b>
Questions	Office of Equal Employment Opportunity	(202) 994-9656	<a href="mailto:eeo@gwu.edu">eeo@gwu.edu</a>

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### **Who Approved This Policy**

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Louis H. Katz, Executive Vice President & Treasurer  
Beth Nolan, Senior Vice President and General Counsel

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### **History/Revision Dates**

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<b>Origination Date:</b>	Not Available
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