



**INVITATION TO  
COVERED VETERANS & INDIVIDUALS WITH DISABILITIES  
TO SELF-IDENTIFY**

The Florida State University is committed to taking affirmative action to employ and advance in employment covered veterans and qualified individuals with disabilities. If you wish to self-identify as either a covered veteran or a qualified individual with a disability and be considered under our affirmative action program, please contact the Office of Equal Opportunity and Compliance (EOC). You may inform EOC of your desire to benefit under the program at any time after a conditional offer of employment is made.

It is important to note that this information is voluntary. Any refusal to self-identify will not adversely affect a candidate for employment nor subject an employee to disciplinary actions, including dismissal from the University. Information obtained concerning individuals will be kept confidential, except that (i) supervisors and managers may be informed regarding restrictions on the work or duties of individuals and veterans with disabilities and necessary job accommodations; (ii) first-aid personnel will be informed, to the extent appropriate, of conditions that might require emergency treatment; and, (iii) representatives of federal and state agencies may review such records, as required, or government officials investigating compliance with the Americans with Disabilities Act (ADA).

If you are a covered veteran or a qualified individual with a disability, we would like to include you under our Affirmative Action Plan. It would assist us if you tell us about (1) any skills and procedures you use or intend to use to perform the job notwithstanding the disability or any special methods which qualify you for jobs that you might not otherwise be able to perform because of your disability, and (2) the accommodations which we could make to enable you to perform the essential functions of the job properly and safely, including special equipment, changes in the physical layout of the job, elimination of certain duties relating to the job, or other accommodations.

To participate in this invitation, please contact the Office of Equal Opportunity and Compliance at 850-645-6519.