

# Request to Work Remotely

Please complete this form to request to work remotely beginning on or after November 30, 2020 for the period that RWPS is in full distance learning. For the weeks of 11/16 - 11/20 and 11/23 - 11/25, RWPS would prefer for employees physically report to work unless they have an ADA accommodation approved by Human Resources. However, a building or department leader may make other individual exceptions on a case-by-case basis.

\* Required

Last Name: \*

Your answer

First Name: \*

Your answer

Job Position: \*

Your answer



Please explain in detail why you will be able to perform the essential duties of your job from home during distance learning. Please be specific. \*

Your answer

Submit

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