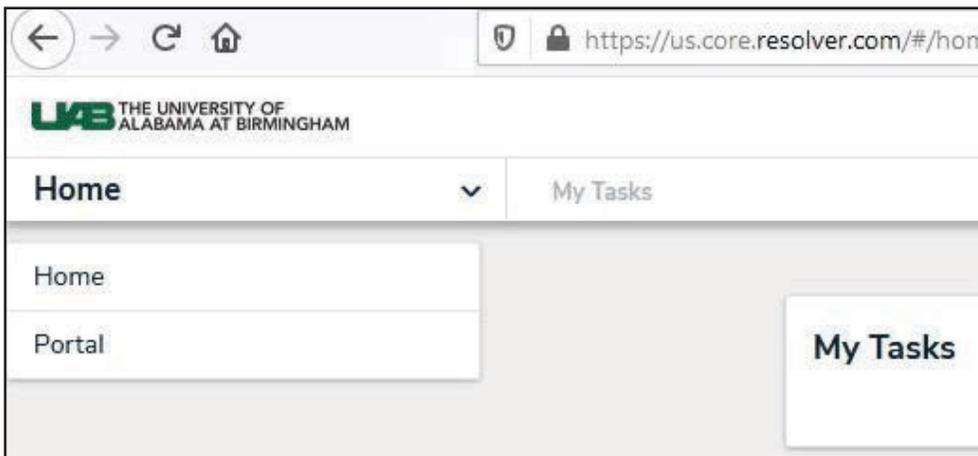


# SUBMISSION INSTRUCTIONS

## AWARE Accommodation Requests

To submit a Reasonable Accommodation Request Form, click on the “Submit Request” button on Page 2 and carefully follow the instructions below:

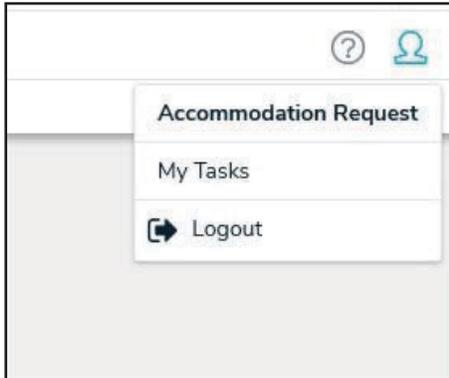
1. Login using these credentials:  
EMAIL ADDRESS: **awarerequest@uab.edu**  
PASSWORD: **Bl@zers12345Go**
2. Click on the drop-down menu in the top left corner, and select “Portal.”



3. Click on “New Accommodation Request.”



4. Complete the accommodation request form and click “submit.”
5. After you have submitted your accommodation request, please close your browser or click on the person icon in the top right corner and select “logout.”



 **SUBMIT REQUEST**

**LOGIN USING THESE CREDENTIALS**

Email Address: **awarerequest@uab.edu**

Password: **Bl@zers12345Go**

*If you are not able to log in to submit your request, contact the  
AWARE Program at 205-975-9973 or **hraware@uab.edu**.*