

HR Forms

The links on this page are to PDFs unless otherwise noted.

Employee ADA Accommodations

If you believe you need a workplace accommodation because of a personal medical condition, disability, or pregnancy, review the process outlined below, complete the request form and return it to the Human Resources Office via email (hr@lee.edu) or fax (281.425.6568).

- [Process for Requesting an ADA Accommodation](#)
- [Employee ADA Accommodation Request Form](#)

The Pregnant Workers Fairness Act (PWFA) and Providing Urgent Maternal Protections for Nursing Mothers Act (PUMP Act) provide expanded protections to workers who are pregnant, postpartum or pumping.

- DOL — [PWFA and PUMP Know Your Rights Guide](#)
- DOL — [PUMP Flyer](#)

Acknowledgement Forms

- [Affordable Care Act Notification](#)
- [Annual Drug and Alcohol Free Workplace Notice](#)
- [Employee Payroll Schedule 2024-2025](#)

Workplace Notices

- E-Verify — [Participation Notice — English/Spanish](#)
- E-Verify — [Right to Work Notice — English/Spanish](#)
- EEOC — [Know Your Rights: Workplace Discrimination is Illegal —English](#), [Know Your Rights: Workplace Discrimination is Illegal — Spanish](#)
- Texas Department of Insurance — Division of Workers' Compensation Notice Regarding Certain Work-Related Communicable Diseases & Eligibility for Workers' Compensation Benefits — [Diseases and Workers' Comp: English](#), [Diseases and Workers' Comp: Spanish](#)

[FIND A CAREER](#)
[My Next Move](#)