



## Flexible Work Arrangements

After reviewing your request for a flexible work arrangement and assessing the needs of the department/unit, I regret that I am not able to approve your request. An explanation is provided below.

If you would like to discuss the denial, please contact me. Please remember that the approval of a flexible work arrangement is at the discretion of the University.

There may be another policy or resource that could be accessed regarding your need. If you wish to explore this with me, please schedule a time for us to meet.

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Signature

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Date