OFFICE FOR INCLUSION AND CIVIL RIGHTS

Skills Assessments

Skills assessments administered during the search process must be **directly related** to the posted **qualifications, are job related,** and **consistent with business necessity.**

Assessments must ***not*** be designed, intended or used to discriminate on protected class characteristics.

Evaluation of applicants' performance must be **objective**, **consistant**, **non-comparative,** and **non-discriminatory.**

Not permitted to assess:

- **Protected class**
- **Appearance/Dress**
- **Poise/Maturity**
- **Confidence**
- **Assertiveness**
- **Energy/Enthusiasm**

A copy of the skills assessment administered during a search must be included in iGreentree with the qualifications evaluated and the scoring methodology.

Proactively notify applicants regarding any needed accommodations prior to administering assessments.

Additional information relative to compliance in the search and hire process is included on the OICR website.

https://equity.uconn.edu/

inclusioncivilrights**.uconn.edu**

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