

SAMPLE

NOTICE OF NONDISCRIMINATION

As per Board of Education policy adopted (**ADOPTION DATE**), Applicants for admission and employment, students, parents of elementary and secondary school students, employees, sources of referral of applicants for admission and employment, and all unions or professional organizations holding collective bargaining or professional agreements with (**NAME OF AGENCY/SCHOOL DISTRICT/COLLEGE/UNIVERSITY**) are hereby notified that this institution does not discriminate on the basis of race, color, national origin, sex, age, or handicap in admission/access to, or treatment/employment in its programs and activities.

[OPTION 1 - TO BE USED WHEN THE INSTITUTION HAS DESIGNATED ONLY ONE EMPLOYEE TO COORDINATE COMPLIANCE WITH TITLE IX AND SECTION 504

Any person having inquiries concerning (**NAME OF AGENCY/SCHOOL DISTRICT/ COLLEGE/UNIVERSITY**) compliance with the regulations implementing Title VI, Title IX, or Section 504 is directed to contact (**NAME**) Title IX and Section 504 Coordinator, (**ADDRESS**), (**TELEPHONE NUMBER**) who has been designated to coordinate institution's efforts to comply with the regulations implementing Title VI, Title IX, and section 504.]

[OPTION 2 - TO BE USED WHEN THE INSTITUTION HAS DESIGNATED TWO EMPLOYEES, ONE TO COORDINATE COMPLIANCE WITH TITLE IX AND A SECOND TO COORDINATE COMPLIANCE WITH SECTION 504

Any person having inquiries concerning (**NAME OF AGENCY/SCHOOL DISTRICT/ COLLEGE/UNIVERSITY**) compliance with the regulations implementing Title VI and Title IX is directed to contact (**NAME**), Title IX Coordinator, (**ADDRESS**), (**TELEPHONE NUMBER**) or compliance with the regulations implementing Section 504 is directed to contact (**NAME**), Section 504 Coordinator, (**ADDRESS**), (**TELEPHONE NUMBER**). These employees have been designated to coordinate institution's efforts to comply with the regulations implementing Title VI, Title IX, and section 504.]

Any person may also contact the Assistant Secretary for Civil Rights, U.S. Department of Education, regarding the institution's compliance with the regulations implementing Title VI, Title IX, or Section 504.

(SIGNATURE CHIEF SCHOOL ADMINISTRATOR)
(TITLE)