

## **Career and Technical Education Continuous Notice of Civil Rights Nondiscrimination**

The Department of Education's (ED) Office for Civil Rights (OCR) enforces several statutes that protect the rights of beneficiaries in programs or activities that receive financial assistance from ED. These laws prohibit discrimination on the basis of race, color, and national origin (Title VI of the *Civil Rights Act of 1964*), sex (Title IX of the Education Amendments of 1972), disability (*Section 504 of the Rehabilitation Act of 1973*), and age (*Age Discrimination Act of 1975*). OCR also has enforcement responsibilities under Title II of the *Americans with Disabilities Act*, which prohibits state and local governments from discriminating on the basis of disability.

A [Continuous notice of nondiscrimination](#) should contain two basic elements: (1) a statement of non-discrimination that specifies the basis for non-discrimination; and (2) identification by name, title, email address, and telephone number of the employee or employees responsible for coordinating the compliance efforts.

Additional "suggested" information to add to the continuous nondiscrimination notice:

This notice is available in large print, on audio tape, in other languages, and in Braille. [If additional alternative formats are available, such as computer bulletin boards, school districts may state that this notice is available in the additional alternative formats and languages.]

For further information on the notice of non-discrimination:

<http://www.ed.gov/about/offices/list/ocr/docs/nondisc.html>

For more information on civil rights grievance policy, visit:

<https://www2.ed.gov/about/offices/list/ocr/grievance.html>

## Sample Notice of Civil Rights Nondiscrimination

The following sample notice of non-discrimination meets the minimum requirements of the regulations enforced by the USDOE Office of Civil Rights:

**The (Name of Recipient) does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities. The following person has been designated to handle inquiries regarding non-discrimination policies:**

**Name**  
**Title**  
**Email Address**  
**Telephone No.**

**Name**  
**Title<sup>1</sup>**  
**Email Address**  
**Telephone No.**

<sup>1</sup>For use when more than one official has been designated to coordinate civil rights compliance.