

## **VOLUNTARY RESOLUTION AGREEMENT**

### **Rensselaer Polytechnic Institute Case No. 02-21-2175**

This resolution agreement has been entered into voluntarily and does not constitute an admission by the Institute that it committed any wrongdoing, including, but not limited to, a violation of Section 504, the ADA, Title VI and/or their respective implementing regulations.

In order to resolve Case No. 02-21-2175, Rensselaer Polytechnic Institute assures the U.S. Department of Education, Office for Civil Rights (OCR), that it will take the following actions to comply with the requirements of Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794, and its implementing regulation at 34 C.F.R. Part 104 and Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d *et seq.*, and its implementing regulation at 34 C.F.R. Part 100.

#### **Action Item 1: Development of Procedures and Designation of Contact Person**

- (a) The Institute will maintain procedures for responding to inquiries from individuals with mobility impairments who need assistance when on campus. The procedures should include how individuals can obtain assistance when visiting campus, including assistance for individuals on campus tours and move-in day.
- (b) The Institute will also designate an accessibility contact person who is available during regular business hours to respond to any inquiries or complaints regarding access to Institute programs and activities. The Institute will ensure that the accessibility contact person has the knowledge and authority to respond to inquiries and to promptly implement accommodations when necessary to provide an individual with a disability access to the Institute's programs and activities in accordance with Section 504. The Institute will also ensure that an alternative contact person is available to respond to inquiries in the accessibility contact person's absence and during non-business hours. The Institute will prominently display information regarding its accessibility services, including the accessibility inquiry procedures and the accessibility contact person and alternative contact person (including names/titles, telephone numbers, and email addresses), on its website and ensure that all Institute offices and departments, including the Department of Public Safety, are able to provide information regarding the accessibility contact person to any interested individual.

#### **Reporting Requirements:**

By April 1, 2022, the Institute will:

1. Provide documentation to OCR indicating that it has (a) designated an accessibility contact person and alternative contact person; and (b) developed procedures for responding to inquiries from individuals with mobility impairments who need assistance when on campus; and
2. Provide to OCR a list of the websites and physical locations where information regarding the contact person has been posted.

