

Angeles Institute  
Resolution Agreement  
Office for Civil Rights, U.S. Department of Education  
OCR No. 09-14-2038

The Angeles Institute (Institute) agrees to implement this Resolution Agreement without admitting to any violation of law to voluntarily resolve the issue in the above-referenced complaint. The complaint was investigated by the U.S. Department of Education, Office for Civil Rights (OCR), under Section 504 of the Rehabilitation Act and its implementing regulations.

- I. The Institute will not require an applicant to disclose whether he/she has a disability during the preadmission process. In addition, the Institute will not deny an applicant, with a disability, admission to the Vocational Nursing Program if that applicant meets the essential requirement for admission to, or participation in the Institute's program.
  - A. The Institute will revise the section entitled Health History on the Applicant Assessment Form for the Vocational Nursing Program so that a preadmission inquiry about an applicant's disability status is not made. Instead, the Institute will revise the Form so as to only inquire about an applicant's ability to meet the essential program requirements, without revealing his/her disability status.
  - B. The Institute will provide OCR with a draft of the revised Applicant Assessment Form by March 31, 2015. The Institute will begin using the revised Form within 30 days after OCR approves the draft.
  - C. The Institute will draft a memorandum for distribution to all staff members who participate in the admission process for the Vocational Nursing Program explaining the requirements of Item I. The Institute will provide OCR with a draft of the memorandum by March 31, 2015. The Institute will distribute the memorandum to these staff members within ten days of receiving OCR approval of the draft. The Institute will verify to OCR that the memorandum has been distributed.
- II. The Institute will not require students to provide a full medical release from their physicians for any medical conditions they may have in order to participate in the Vocational Nursing Program.
  - A. The Institute will delete the following requirement from the Commitment Contract that students are required to sign in order to enroll in the Vocational Nursing Program. The requirement that will be deleted is, "I am

aware that if I have any limitations that prevent me from providing safe patient care, I cannot enroll in the vocational nursing program. In addition, I must provide a full medical release (no restrictions) for any medical conditions that I may have.” The Institute will revise this provision to, “I am aware that students with disabilities are expected to perform all of the essential functions of the program with or without reasonable accommodations and that the Institute is not required to provide requested accommodations that would fundamentally alter the essential functions or technical standards of the program.”

- B. The Institute will provide OCR with a draft of the revised Commitment Contract by March 31, 2015. The Institute will begin using the revised Commitment Contract within 30 days after OCR approves the draft.
- III. The Institute will develop policies and procedures addressing accommodations for students with disabilities.
- A. The policies and procedures will cover the following:
    - 1. Notifying all students that if they are disabled and need accommodations for their disabilities, how they may request accommodations.
    - 2. Appropriately verifying a student’s disability after a student requests an accommodation.
    - 3. Making appropriate decisions in response to a student's request for an accommodation.
    - 4. Implementing reasonable accommodations for students by Institute instructors and other staff members.
  - B. The Institute will provide OCR with a draft of the policies and procedures by March 31, 2015. After OCR approves the draft, the Institute will adopt and publish the policies and procedures within 30 days. The Institute also will post the policies and procedures on its website and include them in its Student Handbook and College Catalog.
- IV. The Institute will develop a grievance procedure to resolve student complaints of discrimination on the basis of disability.
- A. The Institute will provide OCR with a draft of the grievance procedures by March 31, 2015. After OCR approves the draft, the Institute will adopt and publish the grievance procedures within 30 days. The Institute will also post the grievance procedures on its website and include them in its Student Handbook and College Catalog.

- V. After OCR has approved the policies and procedures developed by the Institute pursuant to Items III and IV, the Institute will review the policies and procedures with all Institute staff members who are responsible for implementing any of these policies and procedures.

The Institute understands that by signing this Agreement, it agrees to provide data and other information in a timely manner to OCR. Further the Institute understands that during the monitoring of this Agreement, OCR may visit the Institute, interview staff and students, request such additional reports or reasonable necessary data as are necessary for OCR to determine whether the Institute has fulfilled the terms of this Agreement and is in compliance with the resolutions implementing Section 504 which were at issue in this case.

The Institute understands that OCR will not close the monitoring of this Agreement until OCR determines that the Institute has fulfilled the terms of this Agreement and is in compliance with the regulation implementing Section 504.

The Institute understands and acknowledges that OCR may initiate administrative enforcement or judicial proceedings to enforce the specific terms and obligations of this Agreement. Before initiating administrative enforcement (34 C.F.R. §§ 100.9, 100.10), or judicial proceedings or enforce this Agreement, OCR shall give the Institute written notice of the alleged breach and a minimum of sixty (60) calendar days to cure the alleged breach.

\_\_\_\_\_/s/\_\_\_\_\_  
President

Dated: March 31, 2015