

**Resolution Agreement**  
**Career Care Institute**  
OCR Case No. 09-22-2009

Career Care Institute (Institute), without admitting to any violation of law, agrees to implement this Resolution Agreement (Agreement) to resolve the compliance concerns identified by the U.S. Department of Education, Office for Civil Rights (OCR), under Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. §§ 1681-1688, and its implementing regulation at 34 C.F.R. Part 106, in the above-referenced OCR case number.

**I. Updating the Institute's Webpage with Title IX Information**

The Institute will update its website to include:

1. The name and title, office address, electronic mail address, and telephone number of the employee or employees designated as the Title IX Coordinator;
2. A notice of non-discrimination which states that the Institute does not discriminate on the basis of sex in the education program or activity that it operates, and that it is required by Title IX not to be discriminated in such a manner. The notice will include a statement that the requirement not to be discriminated in education programs or activities extends to admission and employment and that inquiries about the application of Title IX may be referred to the Institute's Title IX Coordinator, or to OCR; and
3. The trainings used to train Title IX coordinators, investigators, decisionmakers, and any person who facilitates an information resolution process for the Institute.

Reporting Requirements

By April 4, 2022, the Institute will provide via email links to the updated webpages to Dana Isaac Quinn at [dana.isaacquinn@ed.gov](mailto:dana.isaacquinn@ed.gov).

**II. Title IX Process**

The Institute will initiate a Title IX process regarding the Student's allegation that she was subjected to discrimination on the basis of pregnancy when she was not allowed to take a leave of absence following the birth of her child, and was instead forced to withdraw from the Institute. The Institute will execute an adequate and reliable investigation and determine whether there was discrimination based on sex, and any responses or actions needed to prevent recurrence of discrimination and remedy the effects. The investigation will comply with the Title IX regulations and guidance regarding pregnant and parenting students.

Reporting Requirements

1. By April 11, 2022, the Institute will provide OCR for review and approval a copy of the investigative report and the draft notice of the outcome, which shall include a description of the investigative findings, a final determination and, as appropriate, any remedies and sanctions.
2. Within fifteen (15) calendar days of OCR's approval of the investigative report and notice of the outcome, the Institute shall issue the notice of the outcome to the Student.

**III. Monitoring**

The Institute understands that by signing the resolution agreement, it agrees to provide data and other information in a timely manner in accordance with the reporting requirements of the resolution agreement. Further, the Institute understands that during the monitoring of the resolution agreement, if necessary, OCR may visit the Institute, interview staff and students, and request such additional reports or data as are necessary for OCR to determine whether the Institute has fulfilled the terms and obligations of the resolution agreement. Upon the Institute satisfaction of the commitments made under the Agreement, OCR will close the case.

The Institute understands and acknowledges that OCR may initiate proceedings to enforce the specific terms and obligations of the resolution agreement and/or the applicable statute(s) and regulation(s). Before initiating such proceedings, OCR will give the Institute written notice of the alleged breach and sixty (60) calendar days to cure the alleged breach.

\_\_\_\_\_/s/\_\_\_\_\_  
Nikki MacFarlane, Student Services Director  
For the University

\_\_\_\_\_02/17/2022\_\_\_\_\_  
Date