

**RESOLUTION AGREEMENT**  
**XXXXX University**  
**OCR Case No. 11-22-2306**

XXXXX University (the University) agrees to fully implement this Resolution Agreement to resolve the allegation investigated in Office for Civil Rights (OCR) Case No. 11-23-2306. This Agreement does not constitute an admission by the University of a violation of Section 504 of the Rehabilitation Act of 1973 (Section 504) or any other law enforced by OCR.

**Action Item 1 – Memorandum to University Disability Services**

The University will issue a memorandum to its disability services staff regarding the placement of students with service animals at the University’s clinical programs. The memorandum will remind disability services staff that upon receipt of such requests, it will engage in an individualized process with students to determine the appropriate academic adjustment and/or auxiliary aid and service needed to ensure that the student receives an equal opportunity to participate in the University’s program, and that it will not deny the request based solely on a blanket policy by the contracting hospital. The memorandum will add that the University may also consider whether such a request would result in a fundamental alteration of the University’s program or impose an undue burden, consistent with Section 504.

**Reporting Requirements:**

- a. By April 15, 2023, the University will submit a copy of the draft memorandum to OCR for OCR’s review and approval.
- b. Within 15 days of receiving OCR’s approval, the University will disseminate the memorandum to the required recipients and provide verification to OCR.

By signing this Agreement, the University agrees to provide data and other information in a timely manner in accordance with the reporting requirements of the Agreement. During the monitoring of this Agreement, if necessary, OCR may visit the University, interview staff and students, and request such additional reports or data as are necessary for OCR to determine whether the University has fulfilled the terms of this Agreement.

The University understands that OCR will not close the monitoring of this Agreement until such time as OCR determines that the University is in compliance with the terms of the Agreement and with Section 504 and its implementing regulation at 34 C.F.R. Part 104.

The University understands that OCR may initiate administrative enforcement proceedings or refer the case to the Department of Justice for judicial proceedings to enforce the specific terms of this Agreement and the applicable statute(s) and regulation(s). Before initiating such proceedings, OCR will give the University written notice of the alleged breach and 60 calendar days to cure the alleged breach.

By: \_\_\_\_\_

Date: March 15, 2023

University Designee  
**XXXXX** University