Renaissance Academie
Cosmetology and Esthetics

RENAISSANCE ACADEMIE COSMETOLOGY AND ESTHETICS

NOTICE OF NON-DISCRIMINATION
&
SEXUAL HARASSMENT POLICIES & GRIEVANCE PROCEDURES

I. Policy

It is the policy of Renaissance Academie Cosmetology and Esthetics (the "Academie") to maintain an environment for students, faculty, administrators, staff, and visitors that is free of all forms of discrimination and harassment, including sexual harassment. The Academie has enacted the Sexual Harassment Policies & Grievance Procedures (the "Policy") to reflect and maintain its institutional values, to provide for fair and equitable procedures for determining when this Policy has been violated, and to provide recourse for individuals and the community in response to violations of this Policy.

The Policy can be found at the Academie's website at www.race.edu or obtained in person from the Title IX Coordinator (see below).

The Academie does not discriminate on the basis of sex in its educational, extracurricular, or other programs or in the context of employment. Sex discrimination is prohibited by Title IX of the Education Amendments of 1972, a federal law that provides:

No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.

This Policy prohibits all forms of sex discrimination, harassment, and misconduct, including sexual assault, domestic violence, dating violence, and stalking. The requirement not to discriminate in the Academie's education programs or activities extends to admission. This Policy also prohibits retaliation against a person who has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this Policy. Inquiries about the application of Title IX may be referred to the Academie's Title IX coordinator, the U.S. Department of Education Office for Civil Rights, or both.

The Academie also prohibits other forms of discrimination and harassment, including discrimination and harassment on the basis of race, color, national origin, disability, or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies, including Title IX:

Mandy Humphrey, Director
1460 N Moonriver Dr.
Provo, UT 84604
Phone: (801) 373-2887 ext. 2
Email: mandy@race.edu

Inquiries or complaints concerning the Academie's compliance with Title IX or other federal civil rights laws may be referred to the U.S. Department of Education's Office for Civil Rights.

Office for Civil Rights, Denver Office
U.S. Department of Education
Cesar E. Chavez Memorial Building
1244 Speer Boulevard, Suite 310
Denver, CO 80204-3582
Phone: (303) 844-5695
Facsimile: (303) 844-4303
Email: OCR.Denver@ed.gov

Renaissance Academie Cosmetology and Esthetics desires to create and sustain an anti-discriminatory environment and will not tolerate discrimination of any kind. The Academie will achieve this through education, orientation, and training for all students, staff, and faculty for the purpose of creating awareness of both the issues surrounding discrimination as well as accountability, sensitivity training, and anti-discrimination training in their classrooms, at least once while the student is in school.

II. Sexual Harassment Grievance Procedure

Reports of sexual harassment should be made to the Academie's Title IX Coordinator or a designated Academie official. As set forth in the Policy, the Academie's designated Academie officials include the CEO, Education Director, Admissions Director, and Federal Aid Director. The Academie will respond promptly when it has actual knowledge of sexual harassment in its education programs or activities. The Title IX Coordinator will promptly contact the complainant to discuss the availability of supportive measures, consider the complainant's wishes with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint.

The Academie will investigate all formal complaints of sexual harassment. A formal complaint must be in writing, filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment against a respondent, and request that the Academie investigate the allegation of sexual harassment. A formal complaint form may be obtained from the Title IX Coordinator, although no particular form is required to submit a formal complaint so long as the complaint is in writing, signed by a complainant, alleges sexual harassment against a respondent, and requests an investigation. The Academie's Title IX Coordinator oversees the Academie's investigation, response to, and resolution of all reports of prohibited sexual harassment, and of related retaliation, involving students, faculty, and staff.

If all parties voluntarily agree to participate in an informal resolution that does not involve a full investigation and adjudication after receiving notice of a formal complaint and if the Academie determines that the particular formal complaint is appropriate for such a process, the Academie will facilitate an informal resolution to assist the parties in reaching a voluntary resolution. The Academie retains the discretion to determine which cases are appropriate for voluntary resolution.

The Academie will convene a hearing panel following the end of an investigation. The hearing panel determines whether the respondent is responsible or not responsible for a violation of the Policy. If the respondent is determined to be responsible, the hearing panel's written determination will include any disciplinary sanctions the Academie imposes on the respondent. The Policy provides that the parties have the right to appeal the hearing panel's determination under certain circumstances.