

## Civil Rights Review Documentation

Cooperative Education and Job Placement		
Equity Requirement/ Legal Cites	Indicators of Compliance	Suggested Documentation
<b>1. Opportunities Available to All</b>		
<p>Opportunities in work study, cooperative education, and job placement programs are available to all students regardless of any state or federal protected classes.</p> <p><u>Title VI: 34 CFR 100.3(b)</u>  <u>Title IX: 34 CFR 106.31(d)</u>  <u>Section 504: 34 CFR 104.4(b)</u>  <u>Section 504: 34 CFR 104.46 (b)</u>  <u>Guidelines VII-A</u>  <u>OAR 715-011-0050</u></p>	<p>Students in the work study, cooperative education and job placement programs are representative of the demographics of the school or program.</p> <p>If there is disparity, the institution provides a legitimate, nondiscriminatory rationale.</p>	<ul style="list-style-type: none"> <li>▪ Review of enrollment data in the work-study, cooperative education, and job placement programs</li> <li>▪ Placement policies and criteria for placement</li> <li>▪ Employment notices</li> </ul>
<b>2. Assurance of Nondiscrimination</b>		
<p>A college that assists employers and prospective employers in making employment opportunities available to any of its students must ensure that the employer does not discriminate on the basis of race, color, national origin, sex, or disability in recruitment, hiring, placement, assignment to work tasks, hours of employment, levels of responsibility, and pay.</p> <p>The college shall not assist prospective employers known by the post-secondary education program to discriminate in their recruitment, hiring, or employment practices.</p> <p><u>Title VI: 34 CFR 100.3(b)</u>  <u>Title IX: 34 CFR 106.38</u>  <u>Section 504: 34 CFR 104.46(b)</u>  <u>Guidelines VII-A</u>  <u>OAR 715-011-0045</u></p>	<p><b>If written workplace agreements exist</b>, they must contain an assurance of nondiscrimination that is signed by both the employer and the agency.</p> <p>The college does not honor any employer's requests for students who are free of disabilities or for students of a particular race, color, national origin, or sex.</p>	<ul style="list-style-type: none"> <li>▪ Review of workplace assignments, hours of work, and job assignments</li> <li>▪ Copies of written training agreements with employers that include statements of nondiscrimination and employer assurances.</li> <li>▪ Cooperative work experience placement policies and criteria for placement</li> </ul>