

THE AMERICAN COLLEGE OF GREECE

Nondiscrimination Policy

Policy Number: P0001
Classification: Board Initiated
Responsible College Office: President's Office

Version Number: 1.0
Effective Date: 06/12/09

1.0 INTRODUCTION

The American College of Greece (“College”) is dedicated to fostering the education of the whole person and strives to provide an environment that encourages the search for truth and freedom of inquiry. The College recognizes the important contribution a diverse community of students, faculty, and staff makes towards the advancement of its goals and ideals. The College is committed to providing an environment that is free of discrimination and harassment as defined by federal, state, and local law, as well as under this policy.

2.0 PURPOSE

In offering US-style education in Greece, the American College of Greece desires to reflect the best practice among American institutions. Having a clear and substantial non-discrimination policy in matters of admission is characteristic of US Higher Education. Furthermore, the American College of Greece (“College”) desires to adopt a policy of racial nondiscrimination consistent with the IRS requirements for schools seeking 501(c)(3) and 170 (b)(1)(A)(ii) status.

3.0 PERSONNEL AFFECTED

This policy applies to all students, faculty, and staff, including but not limited to non-supervisory staff, supervisors, managers, directors, and leadership. It is the responsibility of every student, faculty, and staff member to follow this policy conscientiously.

4.0 POLICY

It is the policy of the College to provide an educational and working environment that provides equal opportunity to all members of the College community. In accordance with U.S. federal and state law, the College prohibits unlawful discrimination, including

harassment, on the basis of race, color, religion, national origin, gender, including sexual harassment, age, disability, citizenship, and veteran status. This policy also prohibits discrimination on the basis of sexual orientation, gender identity, and gender expression.

4.1 It the policy of the College to admit students of any race to all of the rights privileges, programs, and activities generally accorded or made available to students at the College and that the College does not discriminate on the basis of race in the administration of its educational policies, its admission policies, scholarship and loan programs, and athletic and other school-administered programs. Discrimination on the basis of race includes discrimination on the basis of color and national or ethnic origin.

4.2 Student Brochures and Catalogues

All College brochures and catalogues dealing with student admissions, programs, and scholarships shall contain a notice substantially similar to the preceding notice.

4.3 Advertising

All College advertising shall include a reference to the College's racially nondiscriminatory policy in substantially the following form: *The American College of Greece –Deree College admits students of any race, color and national or ethnic origin.*

4.4 Annual Notification

At least once annually during the College's solicitation of students or during its registration period, the College shall publish the following notice in a newspaper reasonably likely to be read by all segments of the communities that the College serves. The notice must occupy at least three column inches and must be captioned in at least 12 point bold face type. The College shall maintain the original newspaper containing the notice.

NOTICE OF NONDISCRIMINATORY POLICY AS TO STUDENTS

The American College of Greece – Deree College admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin in the administration of its educational policies, admission policies, scholarship and loan programs, and athletic and other school-administered programs.

Alternatively the College may use the broadcast media to publicize its racially nondiscriminatory policy if this use makes the policy known to all segments of the general community the College serves.

4.5 Record Maintenance

The College must retain documentation that the means by which the policy was communicated was reasonably expected to be effective. Appropriate documents includes copies of the tapes or script used and records showing that there was an adequate number of announcements, that they were made during hours when the announcements were

likely to be communicated to all segment of the general community, that they were of sufficient duration to convey the message clearly, and that they were broadcast on radio or television stations likely to be listened to by substantial numbers of members of all racial segments of the general community.

The College shall maintain the records required by Revenue Procedure 75-50 including records indicating the racial composition of the student body, faculty and administrative staff for each academic year; records sufficient to document that scholarship and other financial assistance is awarded on a racially nondiscriminatory basis; copies of all brochures, catalogues and advertising dealing with student admissions, program, and scholarships; and copies of material use by or on behalf of the College to solicit contributions. Such records must be maintained for at least three years.

5.0 REFERENCES

This policy shall be interpreted in a manner consistent with Revenue Procedure 75-50, which sets forth requirements for private schools.

6.0 APPROVAL SIGNATURES

This policy was approved and adopted by the Board of Trustees of The American College of Greece on June 12, 2009.

REVISION HISTORY

EFFECTIVE DATE	REVISION NUMBER	MODIFICATION
06/12/09	1.0	New Policy