



## 504 Rights and Procedural Safeguards

School:	Date:
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This document informs you of your rights under Section 504. This notice of rights also provides information if you disagree with any of these decisions.

Section 504 of the Rehabilitation Act of 1973, commonly called "Section 504," is a federal law that protects students from discrimination based on disability. Section 504 assures that students with disabilities have educational opportunities and benefits equal to those provided to students without disabilities. To be eligible, a student must have a physical or mental impairment that substantially limits one or more major life activity.

### **YOUR CHILD'S EDUCATION**

Your child has the right to:

- Participate in and benefit from the school's educational programs without discrimination based on disability.
- If eligible, your student may receive accommodations and/or auxiliary aids services under Section 504.
- Be provided an equal opportunity to participate in the school's nonacademic and extracurricular activities.
- Be educated in comparable and appropriate facilities and receive services that are comparable to those provided to students without disabilities.
- Receive any necessary auxiliary aids and services without cost, to allow your child an equal opportunity to participate in school activities. This does not include educational aids unrelated to your child's disability for which fees are imposed on parents of all children.
- Receive special education services if needed.

### **YOUR CHILD'S EDUCATIONAL RECORDS**

You have the right to:

- Examine all relevant records relating to decisions regarding your student's identification, evaluation, educational program, and placement.
- Obtain copies of your student's education records, the cost, if any, not to exceed the actual cost to the educational institution of reproducing the copies.
- Request amendment of your student's education records if they are inaccurate, misleading, or otherwise in violation of the privacy or other rights of students.
- Request a hearing to challenge the content of your student's education records.



## **IF YOU DISAGREE WITH THE DECISION OF THE SCHOOL**

If you believe that BIE has discriminated against you or your child based on disability, you may file a complaint of discrimination with the U.S. Department of the Interior's Office of Diversity, Inclusion and Civil Rights (ODICR), or to file a complaint in federal court. Generally, an ODICR complaint may be filed within 180 calendar days of the act that you believe was discriminatory.

Office of Diversity, Inclusion and Civil Rights  
U.S. Department of the Interior  
1849 C. Street, NW, MS# 4353  
Washington, D.C. 20240  
Telephone Number for the General Public: (202) 208-5693  
Facsimile: (202) 208-6112

If you are deaf, hard of hearing, or have a speech disability, please dial 7-1-1 to access telecommunications relay services.

The person at the school who is responsible for Section 504 compliance is

Section 504 Coordinator:

Telephone Number:

