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## IC Imagine, Inc. Nondiscrimination Policy

**Purpose: To prevent racially discriminatory admission practices.**

This policy is to ensure compliance with Revenue Procedure 75-50 requirement that schools have a racially nondiscriminatory policy as to students and therefore does not discriminate against applicants and students on the basis of race, color and national or ethnic origin.

### *Statement of Policy*

The Board of Directors for IC Imagine, Inc. adopts the following Notice of Nondiscrimination Policy as to Students as its notice of nondiscrimination policy as to the admission of students to any of its schools.

IC Imagine, Inc. admits students of any race, color, national origin, and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. Invest Collegiate Imagine, Inc. does not discriminate on the basis of race, color, national origin, and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

The above Notice of Nondiscrimination Policy as to Students shall be placed in all brochures and catalogues dealing with student admissions, programs, and scholarships. The Notice shall further be placed on all written advertisement used to inform prospective students of its programs. The following shall be acceptable in lieu of the entire Notice, "Invest Collegiate Imagine, Inc. admits students of any race, color, and national or ethnic origin," or "IC Imagine admits students of any race, color, and national or ethnic origin."

### *Publicity*

Revenue Procedure 75-50 requires that the school makes its racially nondiscriminatory policy known to all segments of the general community served by IC Imagine, Inc. IC Imagine, Inc. may use either of the below two methods to satisfy this requirement.

The school may publish a notice of its racially nondiscriminatory policy in a newspaper of general circulation that serves all racial segments of the community. This publication must be repeated at least once annually during the period of the school's solicitation for students or, in the absence of a solicitation program, during the school's registration period. Where more than one community is served by a school, the school may publish its notice in those newspapers that are reasonably likely to be read by all racial segments of the communities that it serves. The notice must appear in a section of the newspaper likely to be read by prospective students and their families and it must occupy at least three column inches. It must be captioned in at least 12 point bold face type as a notice of nondiscriminatory policy as to students, and its text must be printed in at least 8 point type. The following notice will be acceptable:



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## ***NOTICE OF NONDISCRIMINATORY POLICY AS TO STUDENTS***

IC Imagine 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 administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

The school may use the broadcast media to publicize its racially nondiscriminatory policy if this use makes such nondiscriminatory policy known to all segments of the general community the school serves. If this method is chosen, the school must provide documentation that the means by which this policy was communicated to all segments of the general community was reasonably expected to be effective. In this case, appropriate documentation would include 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 segments 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. Announcements must be made during the period of the school's solicitation for students or, in the absence of a solicitation program, during the school's registration period.

Communication of a racially nondiscriminatory policy as to students by a school to leaders of racial groups as the sole means of publicity generally will not be considered effective to make the policy known to all segments of the community.

### ***Facilities and Programs***

The IC Imagine facility and program must be operated in a racially nondiscriminatory manner.

### ***Scholarships***

All scholarships offered by IC Imagine, if any, must be offered on a racially nondiscriminatory basis. Availability of a scholarship must be known throughout the general community being served by the school and any publication or other advertisement of the scholarship shall include the Notice of Nondiscrimination Policy as to Students language as specified above.

### ***Certification***

An individual authorized to take official action on behalf of a school that claims to be racially nondiscriminatory as to students must certify annually, under penalties of perjury, on an Internal Revenue form to be issued, that to best of his/her knowledge and belief the school has satisfied the applicable requirements of sections 4.01 through 4.05 of Revenue Procedure 75-50.

### ***Recordkeeping***

IC Imagine shall keep the following records for the use of the Internal Revenue Service on request for a period of a minimum of three years beginning with the year of creation of the school:

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, programs, and scholarships. Schools advertising nationally or in a large geographic segment or segments of the United States need only maintain a record sufficient to indicate when and in what publications their advertisements were placed.

Copies of all materials used by or on behalf of the school to solicit contributions.