

DISABILITY STUDENT SERVICES

SECTION 504/AMERICANS WITH DISABILITIES ACT (ADA) POLICY

My-Le's Beauty College does not discriminate on the basis of race, age, color, religion, sex, handicap, ethnic origin, financial status, area of origin or residence in its admissions, instruction, or graduation policies. Our institution does offer special facilities for the handicapped. If you would like to request academic adjustment or auxiliary aids, please contact the ADA Director of Compliance. Applicants, who are persons with disabilities, as defined in paragraph 104.3(j) of the regulation under Section 504 of the Rehabilitation Act of 1973, may apply for admittance into the program.

Requests for an Accommodation or Auxiliary Aid or Service

Any qualified individual with a disability requesting an accommodation or auxiliary aid or service should follow the below procedures:

1. Contact the ADA Director of Compliance in writing of the type of accommodation needed, date needed, documentation of the nature and extend of the disability, and of the need for the accommodation or auxiliary aid. Request should be made at least two weeks in advance of the date needed. You may deliver your request to the Director of Compliance:

ADA Director of Compliance: Tony Nguyen
4516 Florin Road, Sacramento CA 95823
Telephone: (916) 422-0223
Email: tonynguyen@mylebeautycollegeinc.com

2. The Director of Compliance will respond within two weeks of receiving the request.
3. If you would like to appeal the decision regarding your request, please follow our grievance procedures and policies in the school catalog.