

CAPE COD REGIONAL TECHNICAL HIGH SCHOOL
Affirmative Action Statement

CONFIDENTIAL

Applicant's Name: _____

Address: _____

Telephone Number () _____

Nondiscrimination and equal employment opportunities are the policy of Cape Cod Regional Technical High School (Cape Cod Tech) in all decisions, programs, and activities, and to that end affirmative action is taken to ensure equality of opportunity. Such affirmative action entails positive and aggressive measures necessary to guarantee equal employment opportunity.

Under Title VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act, and according to the Office for Civil Rights under the Vocational Education Guidelines dated March 1980, and the Federal Executive Order 11246 as amended by 11375, Cape Cod Tech has established an affirmative action program designed to positively and aggressively ensure equal employment opportunity. Those applicants for employment who are members of a protected group will be given employment consideration pursuant to affirmative action procedures as established above.

If you wish to be considered under these procedures, please check the appropriate box(es) below and include this completed form with your application. Providing this information is voluntary and will be kept confidential. Failure to provide this information will not jeopardize or adversely affect your application in any way.

_____ Female _____ Male

_____ White _____ Black _____ Hispanic Asian or Pacific Islander

_____ Native American Indian

_____ Vietnam Era Veteran (90 days of active duty service between August 5, 1964 and May 7, 1975)

_____ Handicapped

Cape Cod Regional Technical High School does not discriminate on the basis of sex, race, religion, color, and/or national origin in its educational programs, activities, or employment policies and hereby affirms that it is in compliance with Chapter 622 of the Acts of 1971 and Title IX of the 1972 Educational Amendments.

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If you are offered and accept a position with Cape Cod Tech, prior to commencing employment, you will be requested to provide the following:

1. The Immigration and Control Act of 1986 requires that all employees hired since November 6, 1986, must present documents establishing **both** their **Identity** and **Eligibility** to work. The documentation to be presented is one of the following:

- A valid U.S. Passport
- Certificate of U.S. Citizenship
- Certificate of U.S. Naturalization
- A Resident Alien Registration Card
(acceptable only if it contains a photograph and authorizes employment)

If you cannot produce the above single documents, the following two documents are required:

- Social Security Card **or** U.S. Birth Certificate, **and** a proof of Identity by photo Identification such as a driver's license. **Copies** of these documents are not acceptable. **Originals must be produced.**

2. If you claim to have an Associate's, Bachelor's, Master's or higher degree, you must submit an **Official Transcript** of the most senior level degree you have earned.

If you claim to have accrued credits towards a degree, you must submit an **Official Transcript** of the credits earned to date.

