NOOR INTERNATIONAL ACADEMY POLICY REGARDING WEBSITE ACCESSIBILITY

A. NOOR INTERNATIONAL ACADEMY (NIA) has developed and conforms to the following policy regarding the website accessibility in accordance with the WCAG 2.0 level AA standards for accessibility.

B. The Chief Technology Officer (CTO), Mr. Rami Hamadeh is hereby approved as the designated Web Accessibility Coordinator. The CTO will be provided with sufficient resources and authority to coordinate and implement the Web Accessibility Policy, and all other commitments relating to accessibility. The CTO will obtain annual training regarding his role and responsibilities to ensure that website content is accessible.

C. NIA will adhere to the following procedure in order to ensure that online content and information obtained through, provided by, or developed by third parties is accessible:

All staff and administrators will receive a Memorandum which directs them to notify the CTO in the event they are considering posting any information on NIA's Academy website. The CTO will be responsible for ensuring that the information contained through, provided by or developed by third parties is accessible according to the WCAG standards. The Memorandum will also advise administrators and staff that any content which the Academy chooses to make available on its website must meet the WCAG Accessibility Standards and, for that reason, any content available on the website must be reviewed by the CTO before it is placed on the website in order to ensure that the proposed online content meets the WCAG Accessibility Standards and is acceptable for posting.

D. The CTO is the only staff member authorized to approve the use of online content on the NIA website. NIA will include annual reminders to all staff members regarding the need for website content to meet the WCAG Accessibility Standards and the need for all website content to be approved by the CTO before it can be placed on the NIA's Academy website.

E. NIA will perform an accessibility audit at 12-month intervals under the direction of the CTO, at which time the Academy website will be measured against the WCAG standards. All problems identified through the audit will be documented; evaluated; and remediated within a reasonable period of time

F. Students, prospective students, employees, guests and visitors will be informed that they may report violations of the WCAG Standards file a formal complaint through its Section 504 and Title II Grievance Procedure and/or contact the CTO with any accessibility concerns. These concerns may be directed to the Web Accessibility Coordinator,

G. The Web Accessibility Policy may be obtained from NIA's main office or from the NIA website: www.niapsa.org

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