



UNITED STATES DEPARTMENT OF EDUCATION
OFFICE FOR CIVIL RIGHTS

July 9, 2026

By email only to [redacted content]

Debbie Harris
School Director
Chester Career College
751 W Hundred Road
Chester, VA 23836

Re: Case Number 11-26-2263
Chester Career College

Dear Ms. Harris:

This letter is to advise you of the outcome of the investigation that the U.S. Department of Education, Office for Civil Rights (OCR) conducted of this complaint filed against Chester Career College (the College). The complaint alleged that the College is violating Title IX by:

1. Failing to make publicly available on its website all Title IX training materials used to train Title IX coordinators, investigators, decisionmakers, and any person who facilitates an informal resolution process under Title IX (Allegation 1);
2. Failing to require live hearings with the opportunity to cross-examine witnesses in its Title IX procedures (Allegation 2).

OCR enforces Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. §§ 1681 *et seq.*, and its implementing regulation at 34 C.F.R. Part 106, which prohibit discrimination on the basis of sex in any program or activity receiving federal financial assistance. As a recipient of federal financial assistance from the Department of Education, the College must comply with this law.

During its investigation to date, OCR reviewed documents provided by the Complainant, reviewed the College's website, and interviewed College administrators.

Before OCR completed its investigation, the College expressed interest in resolving the allegations pursuant to Section 302 of OCR's *Case Processing Manual*, which states that allegations may be resolved prior to OCR making a determination if the school expresses an interest in resolving the allegations and OCR determines that it is appropriate to resolve them because OCR's investigation has identified issues that can be addressed through a resolution agreement. The following is a summary of the evidence obtained by OCR during the investigation to date.

Summary of Investigation

Chester Career College is a private college in Virginia that offers two-year diploma and associate degree programs in various healthcare fields. The Complainant alleged that the College failed to make publicly available on its website all Title IX training materials used to train Title IX faculty and staff at the College and failed to require live hearings with an opportunity to cross-examine witnesses in its Title IX procedures.

After opening an investigation in May 2026, OCR reviewed the College's website and information the College provided. At that time, OCR could not find, nor could the College otherwise provide, evidence indicating that Title IX training materials were posted on its website. OCR determined that the College failed to publish on its website its Title IX training materials in accordance with the regulation implementing Title IX. OCR also determined that the College failed as recently as May 2026 to adopt and publish grievance procedures providing for a response to formal complaints of sexual harassment consistent with the regulations implementing Title IX, including the provision requiring a live hearing, live testimony, and cross-examination. In addition, OCR could not find information on the College's website regarding a designated Title IX coordinator.

The College recently posted a Title IX policy and Title IX training videos on its website at <https://www.chestercareercollege.edu/title-ix-policy>. OCR could not determine if the Title IX policy has been adopted, implemented, or disseminated by the College or whether the Title IX videos have been used to train any of its staff who handle Title IX-related complaints.

Legal Standard

The Title IX regulation, at 34 C.F.R. § 106.8(c), requires that colleges adopt and publish grievance procedures that provide for the prompt and equitable resolution of student and employee complaints of Title IX violations. The Title IX regulation, at 34 C.F.R. § 106.8(a), requires that a college designate at least one employee to coordinate its efforts to comply with its responsibilities under Title IX, and notify all students, employees, applicants, and certain others, of the name or title and specified contact information of the designated Title IX Coordinator(s).

A college must respond to formal complaints of sexual harassment following a grievance process that is consistent with the elements set forth in the Title IX regulation at 34 C.F.R. § 106.45. The regulation implementing Title IX, at 34 C.F.R. § 106.45(b)(6)(i), states, in part, that for postsecondary institutions, the recipient's grievance process must provide for a live hearing. At the live hearing, the decision-maker(s) must permit each party's advisor to ask the other party and any witnesses all relevant questions and follow-up questions, including those challenging credibility. Such cross-examination at the live hearing must be conducted directly, orally, and in real time by the party's advisor of choice and never by a party personally.

The regulation implementing Title IX, at 34 C.F.R. § 106.45(b)(10)(i)(D), also provides that a recipient must publish on its website all materials used to train its Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process.

Analysis

After opening an investigation, OCR determined that the College had not previously adopted and published Title IX grievance procedures that provide for a live hearing with the opportunity for cross-examination and had not made its Title IX training materials available on its website, as alleged, in violation of Title IX. During the course of the investigation, OCR also found that the College did not previously have a designated Title IX Coordinator.

Although the College recently posted a Title IX policy and Title IX training videos on its website, OCR could not determine if they have been implemented, disseminated, or used by the College.

Conclusion

On July 9, 2026, the College agreed to implement the enclosed Resolution Agreement, which, when fully implemented, will address the allegations investigated. OCR will monitor the College's implementation of the agreement until the College is in compliance with the terms of the agreement.

This concludes OCR's investigation of the complaint. This letter should not be interpreted to address the College's compliance with any other regulatory provision or to address any issues other than those addressed in this letter. This letter sets forth OCR's determination in an individual OCR case. This letter is not a formal statement of OCR policy and should not be relied upon, cited, or construed as such. OCR's formal policy statements are approved by a duly authorized OCR official and made available to the public. Individuals who file complaints with OCR may have the right to file a private suit in federal court whether or not OCR finds a violation.

Please be advised that the College must not harass, coerce, intimidate, discriminate, or otherwise retaliate against an individual because that individual asserts a right or privilege under a law enforced by OCR or files a complaint, testifies, assists, or participates in a proceeding under a law enforced by OCR. If this happens, the individual may file a retaliation complaint with OCR.

Under the Freedom of Information Act, it may be necessary to release this document and related correspondence and records upon request. If OCR receives such a request, it will seek to protect, to the extent provided by law, personally identifiable information that, if released, could reasonably be expected to constitute an unwarranted invasion of personal privacy.

We appreciate the College's cooperation in the resolution of this complaint. If you have any questions, please contact Amy Fellenbaum, the OCR attorney assigned to this complaint, at Amy.Fellenbaum@ed.gov.

Sincerely,

/s/

Michael Gerton
Acting Team Leader

cc: [redacted content]

