

## Notice of Rights Acknowledgment

You may file a written grievance or complaint if you think that you have been subject to discrimination under a WIOA Title-I financially assisted program or activity.

The procedures for filing and processing a grievance are described within WC Policy GEN-050-01. In the event any question arises regarding the filing of a grievance or complaint or the appropriate procedures to follow, you may contact the WIOA Equal Opportunity Officer for further assistance.

I have read this form and understand that I have a right to file a grievance or complaint if I feel that my rights were violated by the WIOA Title I financially assisted program or activity.

**I acknowledge receipt of the following document(s)/information:**

- Copy of Equal Opportunity and Grievance Process policy
- Equal Opportunity is the Law notice
- Copy of Workforce Connections' Grievance Forms
- Copy of Rights Acknowledgment

This information was provided in the following format / language: (please check one)

- English
- Spanish
- Other language (please specify):

**Participant Name  
(print):** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Participant Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Signature of Parent,  
Guardian, or  
Responsible Adult** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Staff Signature** \_\_\_\_\_

**Date:** \_\_\_\_\_