

# **2018 ANNUAL SECURITY REPORT**

**Campus Security and Safety Policies/Data  
Los Angeles County Campus**



**STANBRIDGE  
UNIVERSITY**

# 2018 Annual Security Report

## Campus Security and Safety Policies/Data - Los Angeles County Campus

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### INTRODUCTION / PREPARING THE ANNUAL SECURITY REPORT

This report is part of an ongoing effort to promote safety and security at Stanbridge University and to comply with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, generally referred to as the Clery Act. This act requires all postsecondary institutions participating in the Higher Education Act of 1965 (HEA) Title IV student financial assistance programs to disclose safety and security related policy statements and crime statistics and distribute it to all current students and employees. In addition, the act requires schools to inform prospective students and employees about the availability of the report.

This document has been compiled for compliance with the following federal laws:

- The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act; and
- The Violence Against Women Reauthorization Act (VAWA).

In order to comply with the federal law, Stanbridge University collects crime statistics from the previous three (3) calendar years concerning Clery Act reportable crimes that occurred on campus property, non-campus property and on public property within and immediately adjacent to school-owned buildings and property. Crime statistics are compiled based on reported incidents to local and state law enforcement agencies.

Crime prevention information is disseminated to students, employees and visitors through crime prevention awareness information throughout the campus and through the Student Services department. During student orientation sessions and new employee orientation sessions, students and staff are informed of the security services offered by Stanbridge University. The purpose of awareness and crime prevention programs is to encourage students, faculty and visitors to be aware of their shared responsibility with the university for their own security and the security of others.

The requirements for reporting crimes under the Clery Act are contained in the Handbook for Campus Safety and Security (2016) prepared by the U.S. Department of Education, and which can be accessed at <https://www2.ed.gov/admins/lead/safety/handbook.pdf>.

### ANNUAL SECURITY REPORT

The Annual Security Report of Stanbridge University is published each year to provide information on safety and security-related services offered by the university in compliance with the Jeanne Clery Act, the Higher Education Opportunity Act of 2008 and the California Education Code. Each year an e-mail notification is made to all enrolled students providing the location on the website to access this report. Employees receive a similar notification via their email. Visitors may view the report on the website or obtain copies of the report at the front desk reception area. The Annual Security Report may be found on the website at the following URL: <http://www.stanbridge.edu/s9/content/disclosures/>.

- Murder/non-negligent manslaughter
- Negligent manslaughter
- Rape
- Fondling
- Incest
- Statutory rape
- Domestic violence
- Dating violence
- Stalking
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft
- Arson
- Hate crimes also include simple assault, larceny-theft, intimidation, destruction/damage/vandalism of property.
- Hate crimes are separated by category of prejudice, involve each crime listed above and any crime involving bodily injury reported to the local police agencies or to a campus security authority that shows evidence of prejudice based on race, religion, sexual orientation, gender identity, gender, disability, ethnicity, national origin.
- Arrests for violations of liquor and drug law violations, and illegal weapons possession; and
- Persons not arrested but referred for campus disciplinary action for liquor, drug, and weapons law violations.

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Although improvements to safety and security are evaluated, modified, and/or changed to improve and adjust to changing criminal behavior, crime can periodically increase. Students, employees and visitors are reminded that crime reduction is a shared responsibility. Crime prevention measures taken by students, employees and visitors can significantly reduce criminal activity. Students, employees and visitors are reminded to be alert, report suspicious persons and avoid behavior such as leaving property unattended or leaving valuables in plain sight in parked vehicles. The following guidelines help to reduce risk of theft or incidents that might compromise your safety for preventing and reporting crime listed in this report. A person should always feel comfortable knowing that the university will follow through on all reported incidents.

### REPORTING CRIMES OR EMERGENCIES ON CAMPUS

Stanbridge University encourages accurate and prompt reporting of all crimes to the appropriate administrator(s) and law enforcement agencies. Anyone who is the victim or witness to any crime or emergency situation, or who becomes aware of any safety issues on the campus is encouraged to promptly contact administration, appropriate law enforcement agencies, and/or call 911 immediately to protect and render aid to the university community.

Stanbridge University does not offer the services of pastoral or professional counselors.

### CAMPUS SECURITY AUTHORITIES

Stanbridge University's policy designates the following individuals and organizations within the University as Campus Security Authorities in accordance with the guidelines set forth by the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act" and subsequent rules. The following administrative officer is the Campus Security Authority:

Nazi Masoum, CFO

As Campus Security Authority this member of the university's administration receives online training annually. This individual is the preferred designees for receiving reported crimes.

### REPORTING OF CRIMINAL ACTIVITY

Stanbridge University requires that all criminal activity be reported to its administration and, in most instances, to the local police agency. In the event that any student, faculty, or staff witnesses or becomes a victim of criminal activity on the campus of Stanbridge University, including the clinical facilities attended by students in any program, or any activity in which students are engaged at off-campus locations of student activity officially recognized by the university, the student, faculty, or staff must immediately notify the administration of Stanbridge University, and a written report must be filed by the end of the next business day with the office of the President of Stanbridge University. Responsibility for filing the written report lies with the person(s) in charge of the premises or the function involved. The President of Stanbridge University or designee will report the criminal activity to the appropriate police agency in cases when the victim desires to file but has not yet filed a report.

In consultation with other appropriate administrative personnel, the President of Stanbridge University will determine any next steps necessary to investigate the criminal activity and to take any steps toward disciplinary action warranted against an employee or student of the university. The President or designee will also issue a formal report to all appropriate persons involved. With incidents of criminal activity where internal disciplinary action is taken against the offender, Stanbridge University reserves the right to disclose to the alleged victims the result of such disciplinary action. This action will be taken at the discretion of the President of the university.

In cases involving violent crime or non-forcible sex offense (incest or statutory rape), the institution will, upon written request, disclose to the alleged victim the report on the results of any disciplinary proceeding conducted by the institution against a student who is the alleged perpetrator. Should the victim in cases involving violent crime or non-forcible sex offense be deceased, the victim's next of kin may make such written request.

Stanbridge University does not have its own campus law enforcement or security department. Administrative and faculty personnel have enforcement authority with regard to all school policies and procedures, work closely with state and local law enforcement agencies in the reporting of criminal activity, and encourage accurate and prompt reporting of all crimes to appropriate police agencies.

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### REPORTING OF POLICE, FIRE, AND MEDICAL EMERGENCIES

Police, fire, or medical emergencies can be reported by dialing 911 from any telephone on campus because all telephones on the university campus are tied into the 911 emergency system and the emergency numbers are posted throughout the campus. Students, faculty, and staff are also informed that non-emergency calls for service can be made by calling the appropriate non-emergency contact number from any campus phone.

### TIMELY WARNING NOTICES

In the event a crime is reported or a situation arises, either on or off campus, that in the judgment of the university's administration constitutes an ongoing or continuing threat, a campus wide "timely warning" notice will be issued. The warning will be issued to students and employees through the university's email system and/or text message system. Bulletins will also be placed at entry points to affected campus facilities.

Depending on the circumstances of the crime, and in particular, situations that pose an immediate threat to the community, the administration may choose to use the Stanbridge Alert System and/or place information on the web site at <http://www.stanbridge.edu>, to provide the campus community with more immediate notification. In such instances a copy of the notice may also be posted at each entry door at the campus. Anyone with information warranting a timely warning should report the circumstances to university's administration by phone (949.794.9090) or in person at the receptionist area.

### CONFIDENTIAL REPORTING PROCEDURES

If you are the victim of a crime and do not want to pursue action within the university's system or the criminal justice system, you may still want to consider making a confidential report for the annual security report of the university. With your permission the President of the University or designee can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential while taking steps to ensure the future safety of yourself and others. With such information, the university can keep an accurate record of the number of incidents involving students, faculty or staff; determine where there is a pattern of crime with regard to a particular location, method, or assailant; and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics of the university.

Stanbridge University is located in an office building complex, which provides public access to other tenant businesses and their visitors. The building management does not provide security patrols because the complex is located in the service area of the Los Angeles County Sheriff's Department. Parking lots are lighted at night as are building entrances. The normal exercise of personal awareness of surroundings in any public area is recommended while on campus during daylight and evening hours.

### OFF-SITE SECURITY DURING CLINICAL EDUCATION EXPERIENCES

When participating in a clinical education experience, the student will follow the facility-specific emergency action plan. This includes the safety measures that are in place, whether in the form of a security guard or service or via a phone call to 911. Each student is oriented by a facility designee on the policies and procedures related to security at that facility.

### SECURITY OF AND ACCESS TO CAMPUS FACILITIES

Stanbridge University administrators are responsible for determining access rights and hours. The campus facilities are typically open and accessible to students, staff and visitors during normal building hours and into the evening hours, depending on class and activity schedules. Physical security of the building is the responsibility of the administrators. Security is enhanced through utilization of security technology (electronic access control systems, live video cameras, and alarm systems). Facilities and landscaping are maintained in a manner that minimizes unsafe conditions.

Stanbridge University does not maintain residential housing facilities for students. Also, Stanbridge does not have any officially recognized student organizations that own or control any off campus property.

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### SECURITY PROCEDURES / TAKE RESPONSIBILITY FOR CRIME PREVENTION

Members of the university community must take responsibility for their own personal safety, the safety of others, and their property (when possible), as they do when away from the university. Members of the university community are strongly encouraged and constantly reminded throughout the year to:

- Promptly report all crimes and suspicious persons or activity to administration and local law enforcement agencies.
- Always be aware of your personal safety and your surroundings.
- Never leave your property unattended and lock bicycles and doors and windows to your car.
- Keep all valuables with you or leave them at home.
- Walk on well-traveled pathways and in well-lit and populated areas. Walk with friends or groups when possible.
- Call administration for a safety escort if you feel afraid or need to walk in isolated areas.
- Engrave owner identification numbers onto electronics and items of value, keep a list of serial numbers and description of property, and provide it to law enforcement in the event your property is stolen.
- Use the internet wisely and never send money or provide personal identifying information, credit card information, or bank information to someone you do not know or to a company or person you did not initiate contact with on your own (such as Airlines, Department Stores, Amazon, etc.).

### CRIME PREVENTION PROGRAMS

All new campus employees and students are instructed on crime awareness during orientation, including the description of campus security measures and procedures for reporting any criminal activity or emergency. All employees and students are required to follow campus security guidelines for their own personal and property safety and are encouraged to report any suspicious activity.

Prospective students and employees are provided with a summary of the campus measures to prevent crime on campus, with details for acquiring the complete policies and procedures package from the campus via the campus website or at the residential campus location. This information on crime awareness is readily available upon request and is updated and re-distributed to all existing students and staff on an annual basis.

The campus conducts in-service programs designed to heighten awareness of crime and its prevention. These in-service programs may be conducted by qualified individuals.

### ALCOHOL AND DRUGS / PREVENTION AND COUNSELING

#### POLICY ON ALCOHOL AND ILLEGAL DRUGS

In accordance with all applicable law, Stanbridge University provides the following notification to all its students, faculty, staff, and administrators:

#### STANDARDS OF CONDUCT

The university standards prohibit the unlawful possession, manufacture, cultivation, use, or distribution of illegal drugs (as those terms are defined by State and Federal laws) on campus property. The university also prohibits the illegal possession, distribution and consumption of alcoholic beverages.

#### ILLEGAL DRUGS

Federal and State laws on drug abuse provide for stringent penalties for illegal possession, manufacture, cultivation, sale, transportation, use of/administration of any narcotic drug; more stringent penalties for those convicted of previous narcotics offenses than for first offenders; and extremely stringent penalties for those who in any way involve minors in the use of narcotics. A person is subject to prosecution if he or she illegally uses or is under the influence of narcotics, or knowingly visits a place where illegal narcotic use is occurring.

#### ALCOHOL

The university's policy with respect to alcohol follows state and local laws. All persons, regardless of age, or status are governed by these laws and regulations. State and city laws, prohibit (1) the purchase or sale to, possession of, or consumption of alcoholic beverages by anyone under 21; (2) the serving of alcohol to an already intoxicated person; and (3) the manufacture, use of provision of a false state identification card, driver's license, or certificate of birth or baptism. If convicted for violating these laws, punishment—up to and including jail sentence—may result.

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### HEALTH RISKS

The serious health risks of various illegal drugs and alcohol are well-documented. Use of illegal drugs or excessive use of alcohol can damage the following:

- Physiological processes including functioning of the brain, digestive tract, liver, heart, and lungs.
- Psychological and mental processes including memory, judgment, personality, reproduction capability and fetal development (and may induce psychotic episodes).

Many thousands of deaths each year are either directly or indirectly attributed to substance abuse through accidents, illnesses, and violence.

### PREVENTION AND COUSELING PROGRAM

The University's interest in the educational welfare of its students, staff, and faculty is demonstrated through primary concern for remedial measures. The University makes available the full counseling and medical resources to assist students and staff in constructively confronting problems leading to involvement with drugs or alcohol.

Every student, staff, and faculty member concerned about problems resulting from the use of illegal drugs or alcohol is encouraged to seek help from the Employee/Student Assistance Program at (800) 321-2843. The Employee/Student Assistance Program will treat such voluntary calls for employee/student confidentially and not subject them to disciplinary action. The Employee/Student Assistance Program also maintains a complete listing of referral resources in the community that can provide students with specific assistance once an assessment has been made.

### CODE OF CONDUCT RE: ALCOHOL AND ILLEGAL DRUGS

Students at Stanbridge University are responsible for regulating their own conduct and for respecting the rights and privileges of others. Students are expected to conduct themselves in a manner compatible with the function of the university as an educational institution. Students are expected to respect and obey all civil and criminal laws. Failure to show respect for the standards of behavior is cause for disciplinary action.

To assist in achieving a campus free of the problems of substance abuse, the university has adopted policies prohibiting the unlawful manufacture, sale, distribution, possession or use of controlled substances and alcohol, including medical marijuana, on Stanbridge property or at official functions on/off-campus. Any member or group of the Stanbridge community violating these policies and regulations will be subject to disciplinary action.

In order to enforce this policy Stanbridge University reserves the right to request persons subject to the policy to take fitness for duty tests. Positive results from a fitness for duty test shall be grounds for disciplinary action. Also, the university may perform inspections of persons, personal property or vehicles located on university property or off- site at official university functions (such as clinical education or externships) in order to assure a drug- free, alcohol-free environment. Failure to agree to a fitness for duty test or inspection will be considered a violation of this policy, and appropriate disciplinary measures will be taken as described below.

Reasonable Suspicion Testing: A student will be asked to take a Fitness for Duty 10 Panel Blood Test immediately after, but in no event more than 24 hours after, an instance of Reasonable Suspicion has been documented. Such a test is voluntary, but failure to take the test will result in disciplinary action, up to and including dismissal. A student may be disciplined for one or more of the following causes related to university activity or attendance:

- The unlawful use, sale, or possession on university property of any controlled substance, or presence on university property under the influence of any controlled substance (including medical marijuana and alcohol).
- The unlawful use, sale, or possession of any poison on university property, or presence on university of any poison.

### EMERGENCY RESPONSE AND EVACUATION PROCEDURES

Stanbridge University has posted its Emergency Action Plan (EAP) in written posters on the wall of each classroom and office area on the campus. The EAP details the procedures all employees, students and visitors are to take in the event of an earthquake, in case of a fire, or in the case of an explosion, airplane crash, or other emergent situations. The EAP also contains information on primary and secondary interventions in the event of disruptive or violent behavior at the university. The EAP contains further information on how to call 911, how to contact the administration of Stanbridge University, and how to be alert for the Public Address System and/or text messages for announcements in the event of an emergent situation.

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Please note that the EAP does not replace the foregoing Timely Warning Notice. These notices differ in that the Timely Warning Notice applies only to reportable crimes under the Clery Act while the EAP addresses a much wider range of threats. Since the university follows its EAP, it is not required to issue a timely warning based on the same circumstances, but it must provide adequate follow up information to the campus community as needed.

### POLICY ON DISCRIMINATION

Stanbridge University prohibits discrimination on the basis of race, color, sex, religion, national origin, ethnic group identification, ancestry, age, physical or mental disability, medical condition, military service, marital status, pregnancy, sexual orientation, or on any other basis prohibited by law. The university is committed to providing equal opportunities to all individuals in all programs and activities which it conducts.

### POLICY ON SEXUAL DISCRIMINATION / HARASSMENT – TITLE IX AND VAWA

Stanbridge University does not discriminate on the basis of sex in its education programs or activities and is committed to ensuring an educational environment free of sexual harassment, including sexual violence, and to full compliance with Title IX of the Education Amendments Act of 1972 and other federal and state laws governing such conduct.

The following individual has been designated as the Title IX Coordinator by Stanbridge University to handle inquiries regarding its Title IX policies, including receiving and responding to information about any incident of sex discrimination:

- Charles Gover, Student Services, 2215 W. Mission Road, Alhambra, 91803, Phone No.: (866) 742-1130 Ext. 5230

Information regarding sexual discrimination, including sexual harassment or sexual violence, may also be reported by anyone to: U.S. Office for Civil Rights by email at [ocr@ed.gov](mailto:ocr@ed.gov) or at the addresses provided at the following website: <http://www2.ed.gov/about/offices/list/ocr/docs/howto.html>

“Sexual harassment” is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature that may constitute sexual harassment when:

- Submission to such conduct is made either explicitly or implicitly as a term or condition of an evaluation of a student’s academic performance, or a term or condition of participation in student activities or in other events or activities sanctioned by Stanbridge;
- Submission to or rejection of such conduct by an individual is used as the basis for academic decisions or other decisions about participation in student activities or other events or activities sanctioned by Stanbridge; or
- Such conduct otherwise has the purpose or effect of threatening an individual’s academic performance; or creating an intimidating, hostile, or offensive educational environment.

Forms of sexual harassment include, but are not limited to, sexist remarks or behavior, constant offensive joking, sexual looks or advances, repeated requests for dates, unwelcome touching, and promise of reward for sexual favors. Students, faculty, or staff who experience sexual harassment should be encouraged to make it clear to the alleged offender that such behavior is offensive. However, failure to comply with this provision does not defeat the Institute’s obligation to investigate the incident and take appropriate steps if sexual harassment has occurred.

“Sexual violence” includes, among other conduct, domestic violence, dating violence, sexual assault, and stalking (see definitions below). These acts will not be tolerated at Stanbridge as such acts are inappropriate and create an environment contrary to the goals and mission of Stanbridge University. Any such acts will be thoroughly investigated and will subject an individual to appropriate disciplinary sanctions and/or possible action by appropriate law enforcement agencies.

### DOMESTIC VIOLENCE

Stanbridge University does not discriminate on the basis of sex in its education programs or activities and is committed to ensuring an educational environment free of sexual harassment, including sexual violence, and to full compliance with Title IX of the Education Amendments Act of 1972 and other federal and state laws governing such conduct.

### DATING VIOLENCE

Violence committed by a person:

- I. Who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- II. Where the existence of such a relationship shall be determined based on a consideration of the following factors:



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- A. The length of the relationship
- B. The type of relationship
- C. The frequency of interaction between the persons involved in the relationship

Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

### STALKING

Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- Fear for his/her safety or the safety of others; or
- Suffer substantial emotional distress

For the purposes of this definition, *course of conduct* means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, interferes with a person's property. *Reasonable person* means a reasonable person under similar circumstances and with similar identities to the victim. *Substantial emotional distress* means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

### SEXUAL ASSAULT AND RAPE

An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting system. A sex offense is any act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

Sexual activity requires consent, which is defined as positive, unambiguous, and voluntary agreement to engage in specific sexual activity throughout a sexual encounter. Consent cannot be inferred from the absence of a "no"; a clear "yes," verbal or otherwise, is necessary. Consent to some sexual acts does not imply consent to others, nor does past consent to a given act imply present or future consent. Consent must be ongoing throughout a sexual encounter and can be revoked at any time. Consent cannot be obtained by threat, coercion, or force. Agreement under such circumstances does not constitute consent. Consent cannot be obtained from someone who is asleep or otherwise mentally or physically incapacitated, whether due to alcohol, drugs, or some other condition. A person is mentally or physically incapacitated when that person lacks the ability to make or act on considered decisions to engage in sexual activity. Engaging in sexual activity with a person whom you know -- or reasonably should know -- to be incapacitated constitutes sexual misconduct.

Consent can only be accurately gauged through direct communication about the decision to engage in sexual activity. Presumptions based upon contextual factors (such as clothing, alcohol consumption, or dancing) are unwarranted, and should not be considered as evidence for consent. Although consent does not need to be verbal, verbal communication is the most reliable form of asking for and gauging consent, and you are thus urged to seek consent in verbal form. Talking with sexual partners about desires and limits may seem awkward but serves as the basis for positive sexual experiences shaped by mutual willingness and respect.

### BYSTANDER INTERVENTION

you are the bystander to domestic violence, dating violence, sexual assault or stalking, below are some options for the bystander:

1. If you witness sexual violence, get support from people around you. You do not have to act alone.
2. Practice with friends and family about what you would say and how you would say it.
3. When intervening, be respectful, direct and honest.
4. Contact your local sexual assault center to see if they offer resources or training on bystander intervention [www.nsvrc.org/organizations/state-and-territory-coalitions](http://www.nsvrc.org/organizations/state-and-territory-coalitions)
5. If you see or hear something and you do not feel safe, contact the police.

It is the responsibility of all persons within Stanbridge University community to work to ensure an educational environment free from sex discrimination. Violations of this policy may be grounds for disciplinary action under Stanbridge University policies and procedures. All students and staff of Stanbridge University are expected to report incidents of sexual discrimination (including sexual harassment or sexual violence) to the Title IX Coordinator(s).

## EDUCATION PROGRAMS TO PROMOTE PREVENTION AND AWARENESS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, AND STALKING

Stanbridge University educates the incoming and current student and employee community about sexual violence, violence prevention, and all relevant Stanbridge policies and procedures during all orientations held for new and current students at the onset of a class and at least annually.

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In addition, Stanbridge University conducts new and current employee training on these topics at least annually. The Title IX Coordinator is responsible for training all Stanbridge current students and employees about Stanbridge's policies regarding sexual violence and for conducting the new student and employee training.

The new and current employee and student training sessions include:

- A statement that Stanbridge University prohibits crimes of dating violence, domestic violence, sexual assault, and stalking;
- The definitions of those crimes under federal and state law;
- The definition of consent, in reference to sexual activity, if available under state law;
- A description of safe and positive options for bystander intervention;
- Information on risk reduction;
- Information contained in Stanbridge's policies and procedures related to preventing, reporting, and responding to sexual offenses, including disciplinary procedures and victim rights; and
- A description of Stanbridge's ongoing prevention and awareness campaigns for students and employees.

### SANCTIONS AND PROTECTIVE MEASURES

Following a final determination of Stanbridge University's institutional disciplinary proceeding regarding domestic violence, dating violence, sexual assault, or stalking, Stanbridge may impose the following sanctions on the perpetrator and protective measures for the complainant:

1. Sanctions that may be imposed by Stanbridge University include, but are not limited to:
  - Written warning;
  - Mandatory counseling;
  - Mandatory education and training;
  - No contact order;
  - Changes in academic, working, or living arrangements;
  - Revocation of certain campus privileges;
  - Suspension; or
  - Expulsion.

Stanbridge University has flexibility in the type and range of sanctions to impose on the perpetrator depending on the severity of the incident, but has a process in place to ensure that sanctions imposed are consistent with sanctions imposed in past incidents of similar conduct and are not imposed unequally based on gender or gender identity.

2. Protective measures that the school may utilize to protect the complainant include, but are not limited to:
  - An order of protection, a no contact order, restraining order or similar lawful order from the institution;
  - Changes to transportation, working, academic, and/or living situations;
  - Providing increased monitoring, supervision, or security at locations or activities where the misconduct occurred;
  - Providing an escort to ensure that the complainant can move safely between classes and activities;
  - Ensuring the complainant and perpetrator do not share classes or extracurricular activities;
  - Providing comprehensive, holistic victim services including medical, counseling, and academic support services, such as tutoring;
  - or
  - Arranging for the complainant to have extra time to complete or re-take a class or withdraw from a class without an academic or financial penalty.

When determining what protective measures to establish, Stanbridge University will consider a number of factors including the specific needs and requests expressed by the complainant; the age of the students involved; the severity or pervasiveness of the conduct; any continuing effects on the complainant; whether the complainant and alleged perpetrator share the same residence hall, dining hall, class, transportation, or job location; and whether other judicial measures have been taken to protect the complainant (e.g., civil protection orders).

### SEXUAL VIOLENCE AND VICTIMS PROCEDURES

If you are victim of sexual violence, including sexual violence, dating violence, domestic violence, or stalking, your first priority should be to get to a place of safety. You should then obtain any necessary medical treatment. Information about the alleged offense should be provided to the Institute's Title IX Coordinator as soon as possible. Time is a critical factor for evidence collection and preservation.

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Stanbridge University strongly advocates that a victim of sexual violence report the incident to police in a timely manner and, if requested to do so by the victim, Stanbridge's Title IX Coordinator will assist the victim in contacting the police. Filing a police report will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from officers. The victim has the right to decline to notify police of the incident.

Filing a police report will:

- Ensure that a victim of sexual assault receives the necessary medical treatment and tests, at no expense to the victim;
- Provide the opportunity for collection of evidence helpful in prosecution or establishing a no contact order, which cannot be obtained later (ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal exam); and
- Assure the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

When a victim contacts the Police Department, the local Police Sex Crimes Unit will typically be notified as well. The victim may choose for the investigation to be pursued through the criminal justice system. The Title IX Coordinator will guide the victim through the available options and support the victim in his or her decision. Various counseling options are available through the Rape and Sexual Abuse Center and the Victim Intervention Program of the local Police Department.

### PROCEDURES FOR DISCIPLINARY ACTION IN CASES OF SEXUAL VIOLENCE

Stanbridge University's Title IX Coordinator has primary responsibility for receiving, evaluating, and investigating allegations of sexual violence, including alleged domestic violence, dating violence, sexual assault, and stalking. The Title IX Coordinator is responsible for informing the appropriate individual(s) within 24 hours after receiving a sexual violence report, for purposes of maintaining accurate Clery Act crime statistics.

The Title IX Coordinator has primary responsibility for ensuring that any disciplinary proceeding involving an allegation of sexual violence is conducted promptly, fairly, and impartially and in accordance with these and other related institutional procedures.

Once the Title IX Coordinator receives a report of sexual violence, the following steps will be followed:

- I. The Title IX Coordinator will immediately assess whether the information in the report warrants a timely warning and, if so, will contact the Stanbridge University President immediately to execute that procedure in accordance with the institution's timely warning procedures. The Title IX Coordinator will immediately inform the victim of his/her right to "interim measures" during the pendency of an investigation of the alleged sexual violence, including obtaining an order of protection, a no contact order, restraining order or similar lawful order from the police or the institution. Stanbridge's obligation is to protect the identity of the victim in any Clery Act report or in other publicly available recordkeeping. Stanbridge is also required to keep any interim measures provided to the victim confidential, to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodation or protective measure.
- II. The Title IX Coordinator will, within 24 hours of receipt of the report, provide to the individual making the report of an alleged sex offense:
  - A. A copy of these procedures;
  - B. Information on counseling, health, mental health, victim advocacy, legal assistance services, immigration assistance, student financial aid, and any other services available to the victim at Stanbridge or in the community;
  - C. Information on the victim's right to report the incident to local police and the fact that Stanbridge's institutional investigation and disciplinary procedure and any criminal proceeding may occur simultaneously; and
  - D. Options to facilitate changes to transportation, working, academic, and/or living situations, or additional protective measures, if requested, while the investigation is pending, even if the victim chooses not to report the crime to police.
- III. The Title IX Coordinator will investigate the incident by interviewing: the individual filing the report, the accused, Stanbridge employees, witnesses, and others as necessary to gather facts about the alleged incident. The Title IX Coordinator may be assisted by other employees after determining that such employees do not have a conflict of interest and have received training in Title IX and VAWA.
- IV. The Title IX Coordinator will ensure that all individuals involved in the disciplinary procedure apply a "preponderance of the evidence" standard when evaluating sexual violence reports. Stanbridge does not provide for a formal hearing process but both parties may be assisted by a support person of choice, including an attorney.
- V. In all cases, the Title IX Coordinator will maintain regular communications with both the accuser and accused and provide both parties with equal opportunity to provide information, witness statements, evidence, and other information that may be necessary for

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Stanbridge to fully evaluate the alleged offense.

- VI. The Title IX Coordinator will, barring extenuating circumstance, complete the investigation and make a determination regarding any necessary discipline of accused and remedies to accuser within 60 days of the date that the report is first received by the Title IX Coordinator.
- VII. The Title IX Coordinator will inform both parties of its final determination. Stanbridge does not provide for an appeal of final determinations.
- VIII. The sanctions that may be imposed by Stanbridge following a determination that dating violence, domestic violence, sexual assault, or stalking occurred include, but are not limited to, counseling, education, changes in academic or living arrangements, no contact orders, suspension or expulsion of a student, or termination of employment.
- IX. Both the accuser and accused shall be simultaneously informed in writing of:
  - A. The outcome of any disciplinary proceeding that arises from an allegation of domestic violence, dating violence, sexual assault, or stalking;
  - B. The institution's procedures for the accused and victim to appeal the results of the institutional disciplinary proceeding (if any such appeal rights become available);
  - C. Any change to the results that occurs prior to the time that such results become final; and
  - D. When such results become final.
- X. The Title IX Coordinator will determine if the incident is indicative of a systemic issue and, if so, work with Stanbridge employees, including the Stanbridge University President, to recommend changes to Stanbridge's policies, procedures, or training to prevent re-occurrence.

Stanbridge University requires the Title IX Coordinator and all employees involved in the investigation and disciplinary process to receive training at least annually on issues related to dating violence, domestic violence, sexual assault, and stalking and on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.

### CONFIDENTIALITY OF VICTIMS OF SEXUAL VIOLENCE

There are no pastoral or professional counselors on campus. Confidential crisis, mental health, and victim resource hotline numbers are posted on campus as well as listed online, should students need to contact these agencies. Victims of sexual violence reported to the Title IX Coordinator will be provided with information regarding local rape crisis centers and other counseling services.

Reports about sexual violence or other crimes may be provided informally and in confidence to Stanbridge University's Title IX Coordinator, who will make every attempt to maintain privacy of the information in accordance with your request and Family Educational Rights and Privacy Act of 1974 (FERPA) regulations unless Stanbridge is under an obligation to disclose your identity to protect the safety of others. You will be informed if Stanbridge cannot maintain the requested confidentiality of the information.

Stanbridge University strongly encourages persons who are victims of sexual violence to report the incident or file a complaint using Stanbridge's institutional procedures to report the incident to the Title IX Coordinator voluntarily to permit the inclusion of that information in Stanbridge's annual crime statistics. With such information, Stanbridge can keep an accurate record of the number of similar incidents, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Stanbridge will make best efforts to maintain the privacy of that information and to comply with FERPA.

Stanbridge University is required to, and will, keep the identity of victims of sexual violence private in any public report of Clery Act crimes. Reporting to the institution will also enable the victim to receive protective measures. At the victim's request, Stanbridge will maintain as confidential any protective measures provided to the victim, to the extent that making such information confidential does not impair the ability of the institution to provide those protective measures. The victim will be informed by the institution if providing a protective measure may reveal the identity of the victim.

Stanbridge University encourages reporting of sexual violence to the police. Filing a police report will:

- Ensure that a victim of sexual assault receives the necessary medical treatment and tests, at no expense to the victim;
- Provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later (ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal exam); and
- Assure the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

Police reports are public records under state law, and therefore Stanbridge University cannot guarantee the absolute confidentiality of reports of crime obtained from police records but will make every effort to maintain the confidentiality of such information to the greatest extent permitted by law.

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### VICTIM SUPPORT SERVICES

Once the Title IX Coordinator receives a report of sexual violence, the Title IX Coordinator will provide the individual making the report with written information regarding existing counseling, health, mental health, victim advocacy, legal assistance, and other services available for victims, both on campus and in the community.

#### Los Angeles County

LOCAL Police Department  
Alhambra Police Department  
211 S. 1st Street, Alhambra, CA  
(626) 570-5151

STATE Police Department  
California Highway Patrol  
411 N. Central Avenue, Glendale, CA 91203  
(818) 240-8200

Closest Emergency Room  
Alhambra Hospital Medical Center  
100 S. Raymond Avenue, Alhambra, CA 91801  
(626) 570-1606

Hospital w/ SANE Services (sexual assault evidence collection services)  
LAC + USC Medical Center  
1200 North State Street, Los Angeles, CA 90033  
(323) 409-1000

Prosecuting Attorney's Office (Court)  
Central Civil West Courthouse  
600 South Commonwealth Ave, Los Angeles, CA 90005  
(213) 351-8738

Where to obtain a protective order  
Central Civil West Courthouse  
600 South Commonwealth Ave, Los Angeles, CA 90005  
(213) 351-8738

Counseling  
Intercommunity Counseling Center  
7702 Washington Ave., Whittier, CA 90602  
(562) 698-1272

Health  
Hollywood Sunset Free Clinic  
3324 W Sunset Blvd, Los Angeles, CA 90026  
(323) 660-2400 or (323) 660-1408  
Her Medical Clinic  
2502 S Figueroa St, Los Angeles, CA 90007  
(213) 747-4391  
Knights of Malta Free Clinic  
2222 Ocean View Ave #112, Los Angeles, CA 90057  
(213) 384-4323

Victim Advocacy  
Family Crisis Center  
2116 Arlington Ave. Suite 200, Los Angeles, CA 90018  
(323) 737-3900  
Hotlines:

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(310) 379-3620

(310) 370-5902

(213) 745-6434

(562) 388-7652

East Los Angeles Women's Center

1255 South Atlantic Blvd Los Angeles, CA 90022

(323) 526-5819

Hotline (800) 585-6231

Legal Assistance

Neighborhood Legal Services of Los Angeles County

1102 E Chevy Chase Drive, Glendale, CA 91205

(818) 291-1765

Legal Aid Foundation of Los Angeles

1102 East Chevy

Chase Drive,

Glendale, CA 91205

(818) 291-1765

Financial Assistance

Department of Public Social Services

2415 W 6th St, Los Angeles, CA 90057

(213) 738-4505

Mental Health

Center for Individual & Family Counseling

5445 Laurel Canyon Blvd, North Hollywood, CA 91607

(818)761-2227

Rape Crisis

Peace Over Violence

1015 Wilshire Blvd, Suite 200, Los Angeles, CA 90017

(626) 584-6191

Hotline (310) 392-8381

Battered Women's Shelter

Violence Intervention Program/24-Hour Domestic Violence Response Team

1721 Griffin Avenue Los Angeles, CA 90031 (323) 226-2095

Resources Specific to Male Victims

Los Angeles Male Survivors of Sexual Abuse

Culver City, CA (323) 250-6116

Resources for the LGBTQ community Los Angeles LGBT Center

1625 N Schrader Blvd, Los Angeles CA 90028

(323) 993-7400

### INTERIM MEASURES

Within 24 hours of a Title IX Coordinator receiving a report of sexual violence, the Title IX Coordinator will provide written notification to the victim about options for, and available assistance in, changing academic, living, transportation, and working situations, if so requested by the victim and if such accommodations are reasonably available, regardless of whether the victim chooses to report the crime to campus police or local law enforcement. Please reference the Procedures for Disciplinary Action in Cases of Sexual Violence for further directions.

### TITLE IX COORDINATOR

The Title IX Coordinator of Stanbridge University is the following: Charles Gover, 2215 W. Mission Road, Alhambra, CA 91803 (866) 742-



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1130 Ext. 5230. In all situations requiring action any employee must respond to any possible or actual domestic violence or stalking (even hearsay from a third party) anywhere on campus or in public proximity to campus. In addition, any employee must respond to any reported incident at home or elsewhere that could be on campus, including domestic violence, dating violence, and private or public stalking.

### TITLE IX – CLERY ACT PROCEDURE

The procedure for a student report of a restraining order or concern for present or future safety is as follows: 1) Tell the student that help is available; 2) refer the student to 911, especially in an emergent situation; 3) refer the student to the Student Assistance Program 24/7 Crisis Hotline (800) 321-2843; 4) refer the student to Los Angeles County 211 for help; 5) log in the incident in the confidential Comments section of the Administrative Station; and 6) inform the Title IX Coordinator, a Title IX Coordinator: Charles Gover, 2215 W. Mission Road, Alhambra, CA 91803 (866) 742-1130 Ext. 5230.

The procedure for a student report or concern about safety off-campus: 1) Tell the student that help is available; 2) refer the student to 911, especially in an emergent situation; 3) refer the student to the Student Assistance Program 24/7 Crisis Hotline (800) 321-2843; 4) refer the student to Los Angeles County 211 for help; 5) log in the incident in the confidential Comments section of the Administrative Station; and 6) inform the Title IX Coordinator.

### STATEMENT OF POLICY: RIGHTS AND OPTIONS OF VICTIMS OF SEXUAL VIOLENCE

Within 24 hours of a Title IX Coordinator receiving a report of dating violence, domestic violence, sexual assault, or stalking, whether the offense occurred on or off campus, the institution will provide the student or employee with a written explanation of the student's or employee's rights and options. That notice will contain the following information:

This document outlines your rights under Title IX. You may have additional rights under other federal and state laws. Title IX of the Education Amendments of 1972 prohibits sex discrimination—which includes sexual violence—in educational programs and activities. All public and private schools, school districts, colleges, and universities receiving federal funds must comply with Title IX. If you have experienced sexual violence, here are some things you should know about your Title IX rights:

#### Your School Must Respond Promptly and Effectively to Sexual Violence

- You have the right to report the incident to your school, have your school investigate what happened, and have your complaint resolved promptly and equitably.
- You have the right to choose to report an incident of sexual violence to campus or local law enforcement, but, a criminal investigation does not relieve your school of its duty under Title IX to respond promptly and effectively.
- Your school must adopt and publish procedures for resolving complaints of sex discrimination, including sexual violence. Your school may use student disciplinary procedures, but any procedures for sexual violence complaints must afford you a prompt and equitable resolution.
- Your school should ensure that you are aware of your Title IX rights and any available resources, such as victim advocacy, housing assistance, academic support, counseling, disability services, health and mental health services, and legal assistance.
- Your school must designate a Title IX coordinator and make sure all students and employees know how to contact him or her. The Title IX coordinator should also be available to meet with you.
- All students are protected by Title IX, regardless of whether they have a disability, are international or undocumented, and regardless of their sexual orientation and gender identity.

#### Your School Must Provide Interim Measures as Necessary

- Your school must protect you as necessary, even before it completes any investigation. Your school should start doing this promptly once the incident is reported.
- Once you tell your school about an incident of sexual violence, you have the right to receive some immediate help, such as changing classes, dorms, or transportation. When taking these measures, your school should minimize the burden on you.
- You have the right to report any retaliation by school employees, the alleged perpetrator, and other students, and your school should take strong responsive action if this occurs.

#### Your School Should Make Known Where You Can Find Confidential Support Services

- Your school should clearly identify where you can go to talk to someone confidentially and who can provide services like advocacy, counseling, or academic support. Some people, such as counselors or victim advocates, can talk to you in confidence without



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triggering a school's investigation. Because different employees have different reporting obligations when they find out about sexual violence involving students, your school should clearly explain the reporting obligations of all school employees.

- Even if you do not specifically ask for confidentiality, your school should only disclose information to individuals who are responsible for handling the school's response to sexual violence. Your school should consult with you about how to best protect your safety and privacy.

### Your School Must Conduct an Adequate, Reliable, and Impartial Investigation

- You have the right to be notified of the time frames for all major stages of the investigation.
- You have the right to present witnesses and evidence.
- If the alleged perpetrator is allowed to have a lawyer, you have the right to have one too.
- Your school must resolve your complaint based on what they think is more likely than not to have happened (this is called a preponderance-of-the-evidence standard of proof). Your school cannot use a higher standard of proof.
- You have the right to be notified in writing of the outcome of your complaint and any appeal, including any sanctions that directly relate to you.
- If your school provides for an appeal process, it must be equally available for both parties.
- You have the right to have any proceedings documented, which may include written findings of fact, transcripts, or audio recordings.
- You have the right not to "work it out" with the alleged perpetrator in mediation. Mediation is not appropriate in cases involving sexual violence.

### Your School Must Provide Remedies as Necessary

- If an investigation reveals that sexual violence created a hostile environment, your school must take prompt and effective steps reasonably calculated to end the sexual violence, eliminate the hostile environment, prevent its recurrence, and, as appropriate, remedy its effects.
- Appropriate remedies will generally include disciplinary action against the perpetrator, but may also include remedies to help you get your education back on track (like academic support, retaking a class without penalty, and counseling). These remedies are in addition to any interim measures you received.
- Your school may also have to provide remedies for the broader student population (such as training) or change its services or policies to prevent such incidents from repeating.

If you want to learn more about your rights, or if you believe that your school is violating federal law, you may contact the U.S. Department of Education, Office for Civil Rights, at (800) 421-3481 or (800) 421-3481 or [ocr@ed.gov](mailto:ocr@ed.gov). If you wish to fill out a complaint form online, you may do so at <http://www.ed.gov/ocr/complaintintro.html>.

## PROHIBITION ON RETALIATION

Stanbridge University has procedures to ensure that the university, an officer, employee, or agent of the school, does not retaliate, intimidate, threaten, coerce, or otherwise discriminate against any individual for exercising their rights or responsibilities under any provision of the Clery (Campus Security) Act.

## CAMPUS POLICY STATEMENTS

The statements and descriptions of select Stanbridge University policies accurately reflect current procedures and practices in place when the Annual Security Report was created. Should changes occur, electronic versions of the report will be updated within two business days and followed by a notice to students and employees.

## POLICY ON THE AMERICANS WITH DISABILITIES ACT

Stanbridge University does not discriminate in admission or access to our program on the basis of age, race, color, sex, disability, religion, sexual orientation or national origin. If you would like to request academic adjustment or auxiliary aids, please contact the university's ADA Compliance Office. You may request academic adjustments or auxiliary aids at any time. The university's ADA Compliance Office is responsible for coordinating compliance with Section 504 of the Rehabilitation Act of 1973 and Title III of the Americans with Disabilities Act of 1990. 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. The university will work with the applicant or student to determine



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whether reasonable accommodations can be effective and/or are available.

Any qualified individual with a disability requesting an accommodation or auxiliary aid or service should follow this procedure:

1. Go to the online ADA Portal at [ada.stanbridge.edu](http://ada.stanbridge.edu), and
2. Submit a Request for Accommodation.

The request should be made at least four weeks in advance of the date needed. You may contact the university's ADA Compliance Office via email at [ada@stanbridge.edu](mailto:ada@stanbridge.edu).

1. The university's ADA Compliance Office will respond within three business days of receiving the Request for Accommodation.
2. If you would like to request reconsideration of the decision regarding your request, please contact the university's ADA Compliance Office within one week of the date of the Letter of Accommodation. Please provide a statement of why and how you think the response should be modified.

### FERPA

Federal Education Rights and Privacy Act (FERPA) - provides that an agency or institution may not have a policy or practice disclosing personal identifiable information from education records without the "written consent" of the parent or student, subject to specified exceptions. 20 U.S.C. 1232 g (b)(1).

If you wish to have ALL information pertaining to your application for Federal Student Financial Aid and Financial Aid plans made available to a second party, please indicate that party's name and your relationship to the party on the bottom of this letter.

I hereby authorize Stanbridge University to release any information pertaining to any, or all, my Financial Aid to the following party(s):

#### PERSONNEL RECORDS

Recognizing the confidential nature of the information in your personnel record, Stanbridge University limits access to the personnel records to you and those with proper authorization or pursuant to legal process. No documents contained in your personnel file will be released without your consent, except pursuant to legal process. Any records of medical evaluation results will be maintained in a separate file, in accordance with legal requirements, and may only be reviewed by authorized individuals with the approval of **the Human Resources Director**. You may review your own personnel file with **the Human Resources Director** present to answer any questions, and you may request copies of all documents that you have previously signed or received. You may also correct or clarify personal information contained in your personnel file. Additionally, a manager may review your personnel file if you have a current reporting relationship to that manager or have been interviewed and are being considered for a position reporting to that manager. Your personnel records also are subject to review by investigative agencies, or during periodic internal audits conducted by the University.

Within thirty (30) days of the employee's written request, or the written request of the employee's designated representative, the University will either make personnel records available to the employee for his or her inspection or provide a copy of the employee's personnel records to the employee or the employee's designated representative. The employee shall be responsible for the cost of copying.

### POLICY ON FRATERNIZATION

#### CONSENSUAL RELATIONSHIPS

Stanbridge University is committed to the principle that the learning and working environment of its students, employees, and guests should be free from sexual harassment and inappropriate sexual conduct. Sexual harassment is a form of sex discrimination that is illegal and is proscribed by institutional policy. All employees and students are accountable for compliance with this policy.

Established violations will lead to disciplinary actions which may include termination of employment or permanent dismissal of a student from the university. This policy applies to all officers, administrators and supervisors; regular, contract and temporary faculty members; and teaching assistants, staff members and students. This policy also pertains to actions that affect any employee, student or guest of Stanbridge University.

#### PROFESSIONAL RISKS

It is in the interest of Stanbridge University to provide clear direction and educational opportunities to the university community about the professional risks associated with consensual/romantic or consensual/sexual relationships between members of the university community where a conflict of interest and/or a power differential between the parties exists. A consensual relationship is defined as a romantic and/or social engagement arranged by personal invitation between two individuals or arranged by a third party. Romantic relationship is defined in this policy as a mutually desired courting activity between two unmarried individuals.

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**Individuals entering such relationships must recognize that:**

- I. CONFLICTS OF INTEREST may arise when such relationships occur between and among faculty or staff and students. University policies and ethical principles preclude individuals from evaluating the academic performance of others with whom they have consensual/romantic or consensual/sexual relationships.
- II. POWER DIFFERENTIALS between the parties in consensual/romantic or consensual/sexual relationships may cause serious consequences even when conflicts of interest are resolved. Individuals entering into such relationships must recognize that:
  - the reasons for entering, maintaining, or terminating such a relationship may be a function of the power differential;
  - where power differentials exist, even in a seemingly consensual relationship, there are limited after-the-fact defenses against charges of sexual harassment.

Furthermore, under certain situations, consensual relationships may be outside the scope of employment for university employees and, if so, an individual would not be covered by the university's liability protection in subsequent litigation.

**CONSENSUAL/ROMANTIC OR CONSENSUAL/SEXUAL RELATIONSHIPS**

A consensual/romantic or consensual/sexual relationship between individuals who occupy different levels of authority in the university automatically and inevitably carries the potential for evolving into a sexual harassment case of very serious implications, either from a subsequent change of attitude by the subordinate partner or from a contemporary complaint from a disadvantaged third party.

Relationships of this sort are against university policy and forbidden in those instances in which the partner with higher status and/or power has explicit or implicit authority over, or the power to reward or punish, the partner with lower status and/or power. It follows that consensual/romantic or consensual/sexual relationships between staff or faculty members and students are also forbidden and against university policy.

**REPORTING POLICY**

Where a conflict of interest exists, or may exist, in the context of a consensual/romantic or consensual/sexual relationship, both individuals shall notify their instructor or immediate supervisor. In conjunction with the university administration, the instructor or supervisor shall have the responsibility for making arrangements to eliminate or mitigate a conflict whose consequences might prove detrimental to the university or to either party in the relationship, including action which may result in termination of an employee of the university or dismissal of a student. The instructor, supervisor and university administrator shall act with the proviso that it is almost always the case that the individual with the power or status advantage in the relationship will bear the burden of accountability.

**VIOLENCE AGAINST WOMEN ACT (VAWA) – CAMPUS SEXUAL VIOLENCE ELIMINATION ACT (CAMPUS SAVE)**

In compliance with the Violence Against Women Act (VAWA) and the Campus Sexual Violence Elimination Act (Campus SaVE), the following data on dating and sexual violence – on campus is reported for your review.

ON CAMPUS PROPERTY	2015	2016	2017
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0

NON CAMPUS PROPERTY	2015	2016	2017
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0

PUBLIC PROPERTY	2015	2016	2017
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0

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NOTE: The information on criminal offenses and arrests is updated on an annual basis. Statistics include those reported to local law enforcement agencies, designated campus officials (including but not limited to directors, deans, program chairs, faculty and staff). Each year, Stanbridge reaches out to the local law enforcement agencies to obtain the statistics. Stanbridge retains copies of the correspondence

### MAIN CAMPUS

#### General

2215 W MISSION RD.  
ALHAMBRA, CA 91803  
Phone: 866-742-1130

#### Fire Safety Officer Nazi Masoum

Title: CFO  
2215 W MISSION RD.  
ALHAMBRA, CA 91803  
Phone: 866-742-1130

#### Local Police Crime Statistics

Local statistics are included with the campus's statistics.

#### Security Officer

Nazi Masoum  
Title: CFO  
2215 W MISSION RD.  
ALHAMBRA, CA 91803  
Phone: 866-742-1130

#### On-campus Student Housing Facilities

This institution does not provide On-campus Student Housing Facilities.

#### Lead Title IX Coordinator

Name: Charles Gover  
Title: Coordinator of Title IX  
2215 W MISSION RD.  
ALHAMBRA, CA 91803  
Phone: 866-742-1130

### CRIMINAL OFFENSE

The crime data reported by the institutions have not been subjected to independent verification by the U.S. Department of Education. Therefore, the Department cannot vouch for the accuracy of the data reported here.

CRIMINAL OFFENSES - ON CAMPUS PROPERTY	TOTAL OCCURRENCES ON CAMPUS PROPERTY			
	2014	2015	2016	2017
a. Murder/Non-negligent manslaughter	0	0	0	0
b. Negligent manslaughter	0	0	0	0
c. Rape	0	0	0	0
d. Fondling	0	0	0	0
e. Incest	0	0	0	0
f. Statutory Rape	0	0	0	0
g. Robbery	0	0	0	0
h. Aggravated assault	0	0	0	0
i. Burglary	0	0	0	0
j. Motor vehicle theft	0	0	0	0
k. Arson	0	0	0	0

Caveat:

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CRIMINAL OFFENSES - NON CAMPUS PROPERTY	TOTAL OCCURRENCES NON CAMPUS PROPERTY			
CRIMINAL OFFENSE	2014	2015	2016	2017
a. Murder/Non-negligent manslaughter	0	0	0	0
b. Negligent manslaughter	0	0	0	0
c. Rape	0	0	0	0
d. Fondling	0	0	0	0
e. Incest	0	0	0	0
f. Statutory Rape	0	0	0	0
g. Robbery	0	0	0	0
h. Aggravated assault	0	0	0	0
i. Burglary	0	0	0	0
j. Motor vehicle theft	0	0	0	0
k. Arson	0	0	0	0

Caveat:

CRIMINAL OFFENSES – PUBLIC PROPERTY	TOTAL OCCURRENCES PUBLIC PROPERTY			
CRIMINAL OFFENSE	2014	2015	2016	2017
a. Murder/Non-negligent manslaughter	0	0	0	0
b. Negligent manslaughter	0	0	0	0
c. Rape	0	0	0	0
d. Fondling	0	0	0	0
e. Incest	0	0	0	0
f. Statutory Rape	0	0	0	0
g. Robbery	0	0	0	0
h. Aggravated assault	0	0	0	0
i. Burglary	0	0	0	0
j. Motor vehicle theft	0	0	0	0
k. Arson	0	0	0	0

Caveat:

#### HATE CRIMES

The crime data reported by the institutions have not been subjected to independent verification by the U.S. Department of Education. Therefore, the Department cannot vouch for the accuracy of the data reported here.

- Prior to the 2010 data collection, Simple assault statistics were reported as Any other crime involving bodily injury.
- Larceny-theft, Intimidation, and Destruction/damage/vandalism of property statistics were not collected prior to the 2010 data collection.
- As of the 2010 data collection, negligent manslaughter is no longer a category because it cannot be a hate crime.

The following hate offenses manifest evidence of prejudice based on race, religion, sexual orientation, gender, disability or ethnicity/ national origin.

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HATE CRIMES - ON CAMPUS PROPERTY		OCCURRENCES OF HATE CRIMES CATEGORY OF BIAS FOR CRIMES REPORTED IN 2017									
CRIMINAL OFFENSE	2017 TOTAL	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity	Gender Identity	National Origin	Disability	
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	
b. Negligent manslaughter	0	0	0	0	0	0	0	0	0	0	
c. Rape	0	0	0	0	0	0	0	0	0	0	
d. Fondling	0	0	0	0	0	0	0	0	0	0	
e. Incest	0	0	0	0	0	0	0	0	0	0	
f. Statutory Rape	0	0	0	0	0	0	0	0	0	0	
g. Robbery	0	0	0	0	0	0	0	0	0	0	
h. Aggravated assault	0	0	0	0	0	0	0	0	0	0	
i. Burglary	0	0	0	0	0	0	0	0	0	0	
j. Motor vehicle theft	0	0	0	0	0	0	0	0	0	0	
k. Arson	0	0	0	0	0	0	0	0	0	0	
l. Simple assault	0	0	0	0	0	0	0	0	0	0	
m. Larceny theft	0	0	0	0	0	0	0	0	0	0	
n. Intimidation	0	0	0	0	0	0	0	0	0	0	
o. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0	0	

Caveat:

HATE CRIMES - ON CAMPUS PROPERTY		OCCURRENCES OF HATE CRIMES CATEGORY OF BIAS FOR CRIMES REPORTED IN 2015/2016									
CRIMINAL OFFENSE	2015 TOTAL	2016 TOTAL	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity	Gender Identity	National Origin	Disability
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0
b. Negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0	0	0	0
f. Statutory Rape	0	0	0	0	0	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0	0	0	0	0	0
h. Aggravated assault	0	0	0	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0	0	0	0
j. Motor vehicle theft	0	0	0	0	0	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0	0	0	0	0	0
l. Simple assault	0	0	0	0	0	0	0	0	0	0	0
m. Larceny theft	0	0	0	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0	0	0	0
o. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0	0	0

Caveat:

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## Campus Security and Safety Policies/Data - Los Angeles County Campus

HATE CRIMES - NON CAMPUS PROPERTY		OCCURRENCES OF HATE CRIMES CATEGORY OF BIAS FOR CRIMES REPORTED IN 2017									
CRIMINAL OFFENSE	2017 TOTAL	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity	Gender Identity	National Origin	Disability	
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	
b. Negligent manslaughter	0	0	0	0	0	0	0	0	0	0	
c. Rape	0	0	0	0	0	0	0	0	0	0	
d. Fondling	0	0	0	0	0	0	0	0	0	0	
e. Incest	0	0	0	0	0	0	0	0	0	0	
f. Statutory Rape	0	0	0	0	0	0	0	0	0	0	
g. Robbery	0	0	0	0	0	0	0	0	0	0	
h. Aggravated assault	0	0	0	0	0	0	0	0	0	0	
i. Burglary	0	0	0	0	0	0	0	0	0	0	
j. Motor vehicle theft	0	0	0	0	0	0	0	0	0	0	
k. Arson	0	0	0	0	0	0	0	0	0	0	
l. Simple assault	0	0	0	0	0	0	0	0	0	0	
m. Larceny theft	0	0	0	0	0	0	0	0	0	0	
n. Intimidation	0	0	0	0	0	0	0	0	0	0	
o. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0	0	

Caveat:

HATE CRIMES - NON CAMPUS PROPERTY		OCCURRENCES OF HATE CRIMES CATEGORY OF BIAS FOR CRIMES REPORTED IN 2015/2016									
CRIMINAL OFFENSE	2015 TOTAL	2016 TOTAL	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity	Gender Identity	National Origin	Disability
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0
b. Negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0	0	0	0
f. Statutory Rape	0	0	0	0	0	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0	0	0	0	0	0
h. Aggravated assault	0	0	0	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0	0	0	0
j. Motor vehicle theft	0	0	0	0	0	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0	0	0	0	0	0
l. Simple assault	0	0	0	0	0	0	0	0	0	0	0
m. Larceny theft	0	0	0	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0	0	0	0
o. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0	0	0

Caveat:

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## Campus Security and Safety Policies/Data - Los Angeles County Campus

HATE CRIMES - PUBLIC PROPERTY		OCCURRENCES OF HATE CRIMES CATEGORY OF BIAS FOR CRIMES REPORTED IN 2017									
CRIMINAL OFFENSE	2017 TOTAL	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity	Gender Identity	National Origin	Disability	
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	
b. Negligent manslaughter	0	0	0	0	0	0	0	0	0	0	
c. Rape	0	0	0	0	0	0	0	0	0	0	
d. Fondling	0	0	0	0	0	0	0	0	0	0	
e. Incest	0	0	0	0	0	0	0	0	0	0	
f. Statutory Rape	0	0	0	0	0	0	0	0	0	0	
g. Robbery	0	0	0	0	0	0	0	0	0	0	
h. Aggravated assault	0	0	0	0	0	0	0	0	0	0	
i. Burglary	0	0	0	0	0	0	0	0	0	0	
j. Motor vehicle theft	0	0	0	0	0	0	0	0	0	0	
k. Arson	0	0	0	0	0	0	0	0	0	0	
l. Simple assault	0	0	0	0	0	0	0	0	0	0	
m. Larceny theft	0	0	0	0	0	0	0	0	0	0	
n. Intimidation	0	0	0	0	0	0	0	0	0	0	
o. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0	0	

Caveat:

HATE CRIMES - PUBLIC PROPERTY		OCCURRENCES OF HATE CRIMES CATEGORY OF BIAS FOR CRIMES REPORTED IN 2015/2016									
CRIMINAL OFFENSE	2015 TOTAL	2016 TOTAL	Race	Religion	Sexual Orientation	Gender	Disability	Ethnicity	Gender Identity	National Origin	Disability
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0
b. Negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0	0	0	0	0	0
f. Statutory Rape	0	0	0	0	0	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0	0	0	0	0	0
h. Aggravated assault	0	0	0	0	0	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0	0	0	0	0	0
j. Motor vehicle theft	0	0	0	0	0	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0	0	0	0	0	0
l. Simple assault	0	0	0	0	0	0	0	0	0	0	0
m. Larceny theft	0	0	0	0	0	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0	0	0	0	0	0
o. Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0	0	0

Caveat:

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## Campus Security and Safety Policies/Data - Los Angeles County Campus

### ARRESTS

The crime data reported by the institutions have not been subjected to independent verification by the U.S. Department of Education. Therefore, the Department cannot vouch for the accuracy of the data reported here.

ARRESTS - ON CAMPUS PROPERTY	NUMBER OF ARRESTS			
LAW VIOLATION	2014	2015	2016	2017
a. Weapons: carrying, possessing, etc.	0	0	0	0
b. Drug abuse violations	0	0	0	0
c. Liquor law Violations	0	0	0	0

Caveat:

ARRESTS - NON CAMPUS PROPERTY	NUMBER OF ARRESTS			
LAW VIOLATION	2014	2015	2016	2017
a. Weapons: carrying, possessing, etc.	0	0	0	0
b. Drug abuse violations	0	0	0	0
c. Liquor law Violations	0	0	0	0

Caveat:

ARRESTS - PUBLIC PROPERTY	NUMBER OF ARRESTS			
LAW VIOLATION	2014	2015	2016	2017
a. Weapons: carrying, possessing, etc.	0	0	0	0
b. Drug abuse violations	0	0	0	0
c. Liquor law Violations	0	0	0	0

Caveat:

### DISCIPLINARY ACTIONS

The crime data reported by the institutions have not been subjected to independent verification by the U.S. Department of Education. Therefore, the Department cannot vouch for the accuracy of the data reported here.

DISCIPLINARY ACTIONS - ON CAMPUS PROPERTY / NUMBER OF PERSONS REFERRED FOR DISCIPLINARY ACTION	NUMBER OF PERSONS REFERRED FOR DISCIPLINARY ACTION			
LAW VIOLATION	2014	2015	2016	2017
a. Weapons: carrying, possessing, etc.	0	0	0	0
b. Drug abuse violations	0	0	0	0
c. Liquor law Violations	0	0	0	0

Caveat:

DISCIPLINARY ACTIONS - NON CAMPUS PROPERTY / NUMBER OF PERSONS REFERRED FOR DISCIPLINARY ACTION	NUMBER OF PERSONS REFERRED FOR DISCIPLINARY ACTION			
LAW VIOLATION	2014	2015	2016	2017
a. Weapons: carrying, possessing, etc.	0	0	0	0
b. Drug abuse violations	0	0	0	0
c. Liquor law Violations	0	0	0	0

Caveat:



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DISCIPLINARY ACTIONS - PUBLIC PROPERTY / NUMBER OF PERSONS REFERRED FOR DISCIPLINARY ACTION				
LAW VIOLATION	2014	2015	2016	2017
a. Weapons: carrying, possessing, etc.	0	0	0	0
b. Drug abuse violations	0	0	0	0
c. Liquor law Violations	0	0	0	0

Caveat:

### Unfounded Crimes

There were 0 unfounded crimes in 2014, 0 unfounded crimes in 2015, 0 unfounded crimes in 2016, and 0 unfounded crimes in 2017.