



Clery Act Basics

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Clery Act Crimes

Welcome

[Interactivity audio script:](#)

EDU: Clery Act Basics.

This course will provide an overview of:

- Crime statistics required by the Clery Act
- How to report criminal activity
- Clery Act security policies and programs
- Emergencies, timely warnings, and missing students

Introduction

[Interactivity audio script:](#)

PART I: The Clery Act.

The Clery Act is a federal law that generally requires colleges and universities that receive federal funds to annually disclose campus crime statistics, as well as security policies and procedures. Its purpose is to provide:

Students and their families, as higher education consumers, with accurate, complete and timely information about safety on campus so that they can make informed decisions.

Please see the Resources section for a link to the The Handbook for Campus Safety & Security Report, U.S. Department of Education (2020)

If all employees report information about alleged criminal activity that occurs on or near campus, it helps our institution take steps to ensure campus safety and to fully and accurately comply with its reporting obligations.

Law

In 1990, the Higher Education Act of 1965 was amended to require schools participating in federal student aid programs to disclose crime and security information (20 USC § 1092). In 1998, these amendments were renamed as the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act" — or the "Clery Act" as it is commonly referred to — in memory of Jeanne Clery who was raped and murdered in her dorm room in 1986.

Clery Crimes

[Interactivity audio script:](#)

Clery Crimes.

Schools must disclose reported Clery crimes that occurred within the school's Clery geography, which we'll define on the following pages. And all reports are included regardless of whether the perpetrator is arrested or convicted, or the individuals involved are associated with the school. When incidents involve multiple offenses, only the most serious crime is counted, according to the Hierarchy Rule, which will be explained in more detail later.

Fact

Clery Crimes include:

- Murder/Manslaughter Sex offenses: rape, fondling, incest, and statutory rape
- Robbery
- Aggravated assault
- Burglary
- Motor vehicle theft Arson
- Hate Crimes
- Stalking Dating violence and domestic violence

Arrests and referrals for disciplinary action involving alcohol, drug, or weapons law violations
Law

See the glossary in the Resources section for definitions of the Clery crimes, as set forth in the Clery Act regulations.

Case Study: Missing Quarters

Interactivity audio script:

Case Study: Missing Quarters.

Read the case study and select a response.

Interactivity text:

When Clarissa awoke at 4:00 a.m. in her residence hall, she saw someone she did not recognize quickly leaving out the door. When she looked around her room, she found a jar of quarters worth about \$20 missing. According to federal law, burglary includes the "unlawful entry of a structure to commit a theft."

[Question-Text]:

If Clarissa reports the missing jar, must the school disclose the incident?

[Options]:

- Yes, because burglary is a Clery crime.
- No, it was less than \$500.
- Maybe, if there was a forced entry.

[Answer]:

Yes, because burglary is a Clery crime.

[Feedback]:

[Feedback 1]

CORRECT

That's correct.

The FBI's Uniform Crime Reporting Handbook defines burglary as the "unlawful entry of a structure to commit a felony or a theft ...," which does not require that property of a certain value is stolen.

[Feedback 2]

INCORRECT

Try again.

The value of the stolen items doesn't matter.

[Feedback 3]

INCORRECT

Try again.

The entry doesn't have to be forced, all that is required is that the entry was "unlawful," so entering an unlocked dorm room with the intent to steal someone else's property is burglary.

Clery Geography

Interactivity audio script:

Clery Geography.

Reported crimes are included in a school's crime statistics only if they occur on Clery geography. Crimes outside this area, even if students or school employees are involved, are not included in Clery Act reports. Clery geography is defined as:

- on-campus buildings or property
- public property connected to the campus (such as streets, sidewalks, parks, and parking garages)
- off-campus property, domestic or foreign, owned or controlled by the school that is used to support the school's educational purposes

When reporting information about crimes, it is important to identify the location to ensure Clery Act compliance since the Annual Security Report (ASR) classifies the reports by year, crime, and location Law

Clery-specific terms are defined in the Clery Act regulations at 34 CFR section 668.46(a), and further explained in the third edition of the Department of Education's Handbook for Campus Safety & Security Reporting (2020).

Geography Flip

Interactivity audio script:

How do you determine if a location is considered Clery geography?

Click on each card to learn more.

Interactivity text:

[Flip Card 1]: On-Campus Clery Geography.

A school's on-campus Clery geography includes buildings and property that: it owns or controls; are reasonably close and treated as part of the campus; and directly support or relate to the school's educational purposes.

[Flip Card 2]: Off-Campus Clery Geography.

A school's off-campus Clery geography includes all or a portion of a building or property it owns or controls if it directly supports or relates to the school's educational purposes. This includes student housing, buildings used by officially recognized student organizations, and any area used to access space (lobby, stairwell, elevator, or parking) controlled by the school

[Flip Card 3]: Public Property.

Clery geography includes public property that lies within the campus or immediately borders the campus and is regularly used by students. Sidewalks that border a campus, as well as the street and opposite sidewalk, are included in the school's Clery geography. It does not include private businesses or other private property.

Geography Quiz

Interactivity audio script:

Secret Admirer.

Read the scenario and select a response.

Interactivity text:

Secret Admirer.

Shannon, a graduate student, was walking to her off-campus apartment one night when she noticed a man following her. The next day, she tells you he made her feel uneasy but laughs it off saying, "he probably wanted to ask me on a date."

A week later after class, you have lunch with Shannon and ask her about her experience. Her mood changes and she says, "I saw him on campus a couple of days ago, but he just stared at me and didn't say anything. He's scaring me."

[Question-Text]:

Did the stalking occur on Clery geography?

[Options]:

- Yes, this should be reported.
- No, one of the incidents didn't occur on Clery geography.
- Maybe, if the guy threatened Shannon.

[Answer]:

Yes, this should be reported.

[Feedback]:

[Feedback 1]

CORRECT!

Since only one of the stalking incidents needs to occur within Clery geography, this should be reported so it is included in the school's Clery Act crime statistics. Additionally, Shannon is indicating that she was impacted by this experience and should be referred to school or community resources for support.

[Feedback 2]

INCORRECT

Not all of the stalking incidents need to occur on Clery geography for it to be reported in the crime statistics.

This behavior meets the definition of stalking because Shannon said the guy scared her, a reasonable person could have the same reaction to the man's behavior, and at least one incident occurred within Clery geography.

[Feedback 3]

INCORRECT

For Clery Act reporting, the crime of "stalking" does not require the victim to be threatened.

Geography Quiz

Interactivity audio script:

House Party.

Read the scenario and select a response.

Interactivity text:

House Party

A group of students from your school go to an off-campus party at a private home. An alcohol-fueled argument involving the students and other party-goers erupts into a brawl.

A couple of the students are seriously injured, and a number of students are arrested for aggravated assault and underage drinking.

[Question-Text]:

Should these incidents be included in the school's Clery statistics?

[Options]:

- Yes, these are Clery crimes.
- No, the party was not within the school's Clery geography.
- Maybe, if the students were referred for disciplinary action.

[Answer]:

No, the party was not within the school's Clery geography.

[Feedback]:

[Feedback 1]

INCORRECT

Try again.

While aggravated assault and arrests for alcohol violations are Clery crimes, there is another factor to consider before including an offense in the school's crime statistics.

[Feedback 2]

CORRECT!

That's correct.

Even though aggravated assault and arrests for alcohol violations are Clery crimes, these offenses occurred at an off-campus party in a private home, which is not within the school's Clery geography.

Off-campus locations are not considered Clery geography unless the property is owned or controlled by either (1) a student organization that is officially recognized by the school, or (2) the school (and used by students for educational purposes). Additionally, while not reportable under the Clery Act, consider whether this matter may be addressed through student conduct policies and/or whether the students involved should be referred to campus resources such as the counseling center or substance misuse prevention program.

[Feedback 3]

INCORRECT

Try again.

You're correct that a number of students were arrested for underage drinking, which involves conduct violations. However, there is another issue to consider.

Enforcement & Penalties

Interactivity audio script:

Enforcement & Penalties.

The U.S. Department of Education enforces compliance with the Clery Act reporting requirements, and may impose a fine for each undisclosed offense that violates the Clery Act's crime reporting requirements. Schools that violate the Clery Act may also lose their eligibility to receive federal funds.

Fact

Since 2016, the Department of Education has levied fines for non-compliance in excess of \$1 million dollars on multiple institutions. As of 2021, the largest Clery fine imposed on a single institution is \$4.5 million.

Employee Reporting

Introduction

[Interactivity audio script:](#)

PART II: Employee Reporting.

The Clery Act requires schools to annually disclose Clery crime reports received by a Campus Security Authority (CSAs are defined on the next page) or local law enforcement. These statistics are disclosed to its employees, students, and the public in an Annual Security Report (ASR).

You can help provide accurate and complete crime statistics by reporting criminal activity to a CSA or the office designated to collect crime statistics for the ASR.

In this part of the course, we'll cover:

- how to identify CSAs on your campus
- what information to report
- how Clery crimes and fire statistics are compiled

Campus Security Authorities

[Interactivity audio script:](#)

Campus Security Authorities.

Campus Security Authorities are people who are employed by or affiliated with an institution and have job duties that fall into one of the following categories:

- work in a campus police or security department
- are responsible for on-campus security
- are designated as the contact for reporting criminal offenses
- have significant responsibility for student and campus activities

Some examples of CSAs are deans, director or department heads, resident advisors, students who monitor access to dormitories, faculty advisors, faculty who have responsibility for student activities outside the classroom, athletic directors, coaches, and Title IX coordinators.

Tip

Pastoral counselors and licensed professionals (e.g. counselors, therapists, medical staff) are not required to report confidential information disclosed within the scope of their professional duties.

Information to Report

Interactivity audio script:

Information to Report.

What to report:

- what happened
- when and where it happened

When to report? As soon as possible. When in doubt, report.

How to report? Contact a campus security authority or the person or department designated to receive Clery crime reports.

However, Clery crime statistics do not include the identity of the victim or the person accused of committing the crime.

Tip

Even if a victim does not want to formally report the incident to campus officials or police, the information should be submitted for Clery crime statistics because that data is reported anonymously.

If a victim wants to file a complaint, a separate report needs to be made to the Title IX coordinator and/or campus or local police to initiate an investigation, as discussed later.

Hierarchy Rule

Interactivity audio script:

Hierarchy Rule.

When more than one crime is committed during a single incident, only the most serious offense (according to the FBI's Hierarchy Rule) is counted in the statistics. The school need not include each and every offense involved, if the time and distance between these offenses is insignificant.

However, there are some exceptions:

an incident that involves both a sex offense and murder would include statistics for both crimes attempted and completed crimes are counted the same, except attempted murder is counted as an aggravated assault arson is always counted as a separate crime even if other offenses are involved Law Offenses following the Hierarchy Rule:

- Murder
- Manslaughter
- Rape and attempted rape
- Robbery
- Aggravated Assault
- Burglary

- Motor vehicle theft
- Arson

Note: Report all criminal activity and let the person responsible for compiling crime statistics apply the Hierarchy Rule.

Hate Crimes

Interactivity audio script:

Hate Crimes.

Hate crimes are motivated by certain types of bias. They are recorded as a separate category from other crimes, specifying the type of bias involved and type of offense. If multiple crimes are involved, each crime is included as a separate statistic.

For hate crimes only, the list of Clery crimes is expanded to include:

- Theft-larceny
- Simple assault
- Intimidation

Destruction/damage/vandalism of property

For example, stealing a laptop from a car is theft (or larceny), which is not a Clery crime unless it's motivated by bias. These additional crimes are defined in the Clery Act regulations.

Law

Categories of bias include the victim's actual or perceived:

- Race
- Religion
- Gender
- Gender identity
- Sexual orientation
- Ethnicity
- National origin
- Disability

Counting Crimes: Situation 1

Interactivity audio script:

Counting Crimes: Situation 1.

Read the scenario and select a response.

Interactivity text:

Eight male college freshmen shared a dorm suite. The three white students living in the suite committed racially motivated misconduct against their African American suite mate; the targeted student did not report the behavior.

However, when the targeted student's parents visited their son's dorm room, they noticed a confederate flag pasted on the wall and racial slurs written on a white board. His father called the Resident Advisor to report what he had discovered.

[Question-Text]:

Should the Resident Advisor report a Clery crime? Should the Resident Advisor report a Clery crime?

[Options]:

- Yes, this is a racially motivated hate crime. This student should also be offered resources for support at the institution or in the community.
- No; while this incident appears to have been racially motivated, the student did not complain.

[Answer]:

Yes, this is a racially motivated hate crime.

[Feedback]:

[Feedback 1]

[CORRECT]

[Feedback 2]

Try again.

This scenario involves intimidation that was racially motivated. Generally, any university employee who receives information from any source of a possible violation of law or school conduct policies should report that information to a campus security authority.

[Feedback 3]

[INCORRECT]

Try again.

Generally, any university employee who receives information from any source of a possible violation of law or school conduct policies should report that information to a campus security authority.

Counting Crimes: Situation 2

Interactivity audio script:

Counting Crimes: Situation 2.

Read the scenario and select a response.

Interactivity text:

Christian and Brian are smoking marijuana in a secluded corner of the campus when a groundskeeper walks up and tells them if they don't leave he'll call campus police. The students apologize and then quickly grab their backpacks and walk away.

[Question-Text]:

Is this a Clery crime?

[Options]:

- Yes
- No

[Answer]:

No

[Feedback]:

[Feedback 1]

[INCORRECT]

You're correct.

that drug violations can be Clery crimes, but only when drug or alcohol violations result in an arrest or referral for discipline.

[Feedback 2]

[CORRECT]

Since the students left after the groundskeeper threatened to call campus police, this is not a Clery crime. When drug or alcohol violations result in an arrest or referral for discipline they must be reported, but that did not happen here.

Counting Crimes: Situation 3

[Interactivity audio script:](#)

Counting Crimes: Situation 3.

Read the scenario and select a response.

[Interactivity text:](#)

Leaving an off-campus party, Colin offers to walk Jessica back to her dorm. As they walk through the public park located across the street from the party, Colin sexually assaults Jessica.

[Question-Text]:

Should this incident be reported in the Clery crime statistics?

[Options]:

- Yes
- No

[Answer]:
No

[Feedback]:

[Feedback 1]

[INCORRECT]

You're correct that sex offenses are Clery crimes. However, before a Clery crime is included in the reported statistics there's another fact that needs to be considered.

[Feedback 2]

[CORRECT]

Since the public park where the assault occurred is off campus, it is not within the school's Clery geography. Therefore, this crime would not be included in the Clery statistics.

Title IX and Sex Offenses

Interactivity audio script:

Title IX and Sex Offenses.

Title IX prohibits sex and gender-based discrimination, including sexual harassment and violence, that jeopardizes a person's equal access to educational programs or activities. Any employee who receives information regarding sexual misconduct should report it to the school's Title IX Coordinator — who is also a campus security authority — and satisfy Clery Act reporting requirements.

Every federally funded school must have a Title IX coordinator who is responsible for responding to reports of sex discrimination and providing supportive measures to ensure that equal access to educational programs and activities is preserved for the person who reports being sexually harassed, assaulted, abused, or stalked, as well as providing any appropriate supportive measures for the person accused of sexual misconduct.

Unconscious Visitor

Interactivity audio script:

Unconscious Visitor.

Read the scenario and select a response.

Interactivity text:

A female freshman went to an off-campus party at an officially-recognized fraternity house. Shortly after consuming her first drink she blacked out. Another student at the party reported to the Director of Fraternity and Sorority Life that the unconscious woman was taken into a room and raped.

[Question-Text]:

Which one of the following school officials is the best choice for reporting this information?

[Options]:

Title IX Coordinator

Campus Police

[Answer]:

Title IX Coordinator

[Feedback]:

[Feedback 1]

[CORRECT]

Reporting to the Title IX Coordinator is the best choice because it satisfies the reporting requirements of the Clery Act and provides the Title IX Coordinator with information about a drug-facilitated rape within the school's Clery geography, since it occurred at an officially-recognized fraternity house.

[Feedback 2]

[INCORRECT]

You're correct that reporting this incident to Campus Police helps our institution provide accurate crime statistics for Clery Act reporting purposes. However, there is a better choice.

Daily Crime Log

[Interactivity audio script](#)

Daily Crime Log.

All reports of criminal incidents made to an institution's campus police or security department must be recorded in a daily crime log that includes this information:

- date the crime was reported
- date, time, and location of the crime
- description of the incident
- disposition (e.g. pending, arrest, disciplinary referral)

All reported crimes are included in the daily crime log, not just Clery crimes; the hierarchy rule doesn't apply.

Unless it would jeopardize a victim's confidentiality, an ongoing investigation, or an individual's safety, the daily crime log must be available to the public and cover the previous 60-day period.

The victim's identity does not appear in the daily crime log or the ASR and is reported as an anonymous crime statistic. However, you should tell the person how to report the crime to the

Title IX Coordinator, campus police, and local law enforcement, and provide information about available on- and off-campus services and resources.

Annual Security Reports

Interactivity audio script:

Annual Security Reports.

Each school must prepare an Annual Security Report that includes:

crime statistics for the previous three years, together with the supporting data, which is posted online by the U.S. Department of Education

descriptions of programs informing students and employees about crime prevention, campus security procedures and practices, personal safety, and bystander intervention

policy statements regarding criminal activity and student misconduct

procedures involved in the school's grievance process

Tip

Online crime statistics posted by the Department of Education can be found at the Campus Safety and Security data website, which provides customized reports for public inquiries relating to campus crime and fire data.

Crime Report

Interactivity audio script:

Crime Report.

Read the scenario and select a response.

Interactivity text:

After Kristi ended her relationship with Shelly, she sent repeated text messages to Kristi begging her to reconsider. When Kristi didn't reply Shelly left her threatening voicemail messages, which upset Kristi.

A week after the messages stopped, Kristi was alone in her dorm room when someone knocked on the door. When she opened it, Shelly forced her way in and attacked Kristi with a knife, causing injuries that required stitches.

[Question-Text]:

Which of the following crimes should be included in the daily crime log?

[Options]:

- Burglary and dating violence.
- Stalking and aggravated assault.
- All of the above.

[Answer]:

All of the above.

[Feedback]:

[Feedback 1]

[INCORRECT]

You're correct that Shelly's forced entry into Kristi's dorm room and his repeated text messages and threatening voicemail messages should be entered in the daily crime log as burglary and dating violence. However, consider whether there are other crimes that need to be entered.

[Feedback 2]

[INCORRECT]

You're correct that Shelly's repeated text messages and threatening voicemail messages are stalking behavior and Shelly also committed aggravated assault. These crimes should be entered in the daily crime log, but consider whether there are other crimes involved in this scenario.

[Feedback 3]

[CORRECT]

There are four possible crimes involved in this scenario. Shelly's repeated text messages and threatening voicemail messages are abusive behavior, which may constitute both stalking and dating violence.

In addition, Shelly forced her way into Kristi's dorm room, which is burglary, and attacked Kristi with a knife, causing serious injury—which is aggravated assault.

All four of these crimes need to be reported to campus police or a school's security department and included in the daily crime log because the Hierarchy Rule does not apply to the crime log.

Annual Fire Safety Report

Interactivity audio script:

Annual Fire Safety Report.

Each school that has on-campus student housing must maintain a fire log and also prepare an Annual Fire Safety Report, which includes:

- fire statistics for on-campus student housing facilities
- policy statements that include procedures and practices for preventing and responding to fires

If you receive information about a fire involving an on-campus student housing facility, the fire log and fire statistics must contain the following information:

- date fire was reported

- cause of the fire
- date and time fire occurred
- general location of the fire
- number of fire related injuries or deaths
- value of property damage caused by fire

Accidental or Arson?

Interactivity audio script:

Accidental or Arson?

Read the statement and select a response.

Interactivity text:

A fire that destroyed a dorm room was initially ruled accidental. However, after receiving an anonymous tip investigators determined that the cause of the fire was arson.

[Question-Text]:

For Clery reporting statistics, does it matter if the fire was accidental or caused by arson?

[Options]:

- Yes, the cause of the fire must be disclosed.
- Yes, but only if a student was arrested for arson.
- No, it doesn't matter how the fire started.

[Answer]:

Yes, the cause of the fire must be disclosed.

[Feedback]:

[Feedback 1]

[CORRECT]

That's correct.

The cause of a fire in an on-campus student housing facility must be reported on the school's annual Fire Safety Report.

In addition, if the fire was caused by arson that crime would also need to be reported in the school's Annual Security Report.

[Feedback 2]

[INCORRECT]

Try again.

You're correct that it matters if the fire was caused by arson, but it does not matter if a student was arrested.

[Feedback 3]

[INCORRECT]

Try again.

The cause of each fire that occurs in on-campus student housing facilities must be disclosed in the school's Fire Safety Report.

Policies & Programs

Introduction

Interactivity audio script:

Introduction.

In this last part of the course, we'll give a brief overview of additional safety policies, procedures, and education programs schools must have in place, including:

- Emergency notification and timely warnings.
- Missing students.
- Policy statements that are included in the ASR.
- Prevention education programs.

Emergency Notification & Timely Warnings

Interactivity audio script:

Emergency Notification & Timely Warnings.

Crimes that pose a serious or continuing threat to the campus community's safety are "qualifying events," requiring timely warnings to be issued to students and employees.

Descriptions of timely warning procedures as well as campus policies regarding emergency response and evacuation procedures must be included in the Annual Security Report.

For example, these procedures should tell students and employees how to alert school officials about serious criminal activity or other dangerous situations occurring on campus, as well as how the school will respond to situations, including:

- an outbreak of serious illness
- serious criminal activity
- extreme weather conditions
- a fire, gas leak, bomb threat, or an explosion
- civil unrest, rioting, or a terrorist incident

Missing Students

Interactivity audio script:

Missing Students.

Annual Security Reports must also include the procedures to be followed if a student living in an on-campus student housing facility has been reported missing:

- notify the school's campus police or security department or local law enforcement immediately
- initiate other school notification procedures within 24 hours of receiving a missing student report no matter who makes the initial report
- contact any other individuals or organizations that should be contacted regarding the student reported missing

Fact:

This requirement does not preclude your institution from determining that a student is missing before the student has been missing for a full 24 hours, or from initiating notification procedures as soon as it determines that the student is missing. The 24-hour requirement is a maximum time, but there is no specified minimum.

Case Study: Reported Missing

Interactivity audio script:

Case Study: Reported Missing.

Read the scenario and select a response.

Interactivity text:

The Scenario

After leaving a local bar, Sneha went to a friend's apartment. She left the friend's apartment and was last seen around 4:30 a.m. walking just a few blocks from her apartment. The next day around noon, her roommate contacted campus police because Sneha had not returned home.

[Question-Text]:

Is Sneha a missing student?

[Options]:

Yes, as soon as it is reported.

No, she needs to be missing for 24 hours.

Maybe, if there is evidence of foul play.

[Answer]:

Yes, as soon as it is reported.

[Feedback]:

[Feedback 1]

That's correct.

A student is considered missing as soon as the report is received.

[Feedback 2]

Try again.

There is no requirement that a student must be missing for a certain period of time before being considered a missing student.

[Feedback 3]

Try again.

No evidence of foul play is required before a student is considered missing.

Policy Statements

Interactivity audio script:

Policy Statements.

In addition to crime and fire statistics, policy statements must be included in the annual reports that describe campus safety procedures, practices, and programs regarding:

- how to report campus crimes or other emergencies
- campus security and access
- crime prevention programs
- preventing and responding to sex offenses
- alcohol and illegal drugs
- timely warnings of immediate security threats

Information about where to obtain a list of the state's registered sex offenders must also be provided.

On the following pages, we'll describe in more detail the education and prevention programs schools must provide to students and employees on sexual misconduct, dating and domestic violence and stalking, the use of illicit drugs, and alcohol and substance misuse.

Clery Act Amendments

Interactivity audio script:

Policy Statements.

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Clery Act Amendments

Interactivity audio script:

Clery Act Amendments.

The Violence Against Women Act (VAWA) amendments to the Clery Act, passed in 2013, require colleges and universities to include policy statements in their ASR describing the school's program to educate students and employees about sexual misconduct, which must include:

- legal definitions of sexual assault, domestic violence, dating violence, stalking, and consent
- information on bystander intervention and reducing risk of perpetration and bystander inaction
- how to report and preserve evidence of a crime
- information about victim protections and resources
- information about disciplinary proceedings and possible sanctions

Fact:

Clery Act regulations require that institutions adopt “comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault and stalking that are”:

- culturally relevant, inclusive of diverse communities and identities, sustainable, and responsive to community needs
- informed by research or assessed for value, effectiveness, or outcome;
- and consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

Victims' Bill of Rights

Interactivity audio script:

Victims' Bill of Rights.

The Clery Act also requires colleges and universities to provide sexual assault victims with information about their rights to:

- report the crime to campus police and local law enforcement
- have campus officials assist them in making a police report
- access victim services and resources available on- and off-campus
- protect their confidentiality to the extent possible

- request changes to academic, living, transportation, and working situations
- request protection orders
- a prompt, fair, and impartial investigation and resolution of their complaints

Law:

A statement of policy must also be included in the Annual Security Report, which describes:

- how to file a formal complaint to institute the grievance process in cases involving sexual assault, dating violence, domestic violence, or stalking, the evidentiary standard used
- the steps, anticipated timelines, and decision-making process for each type of disciplinary proceeding
- all of the possible sanctions for a student found responsible for sexual assault, dating violence, domestic violence, or stalking

Drug & Alcohol Prevention Education

Interactivity audio script:

Drug & Alcohol Prevention Education.

The Annual Security Report must also include a description of the school's drug and alcohol prevention program for students and employees that provides information about:

- standards of conduct that prohibit unlawful possession, use, or distribution of illicit drugs and alcohol
- possible sanctions for violating the standards of conduct
- legal penalties for illegal possession or distribution of illicit drugs or alcohol
- the health risks of using illicit drugs and abusing alcohol
- available counseling, treatment, or rehabilitation programs.

Schools are also required to review the effectiveness of these prevention programs every other year and, if necessary, to make changes.

Law:

Federal law provides that "no institution of higher education shall be eligible to receive funds or any other form of financial assistance under any Federal program, including participation in any federally funded or guaranteed student loan program, unless the institution certifies to the Secretary that the institution has adopted and has implemented a program to prevent the use of illicit drugs and the abuse of alcohol by students and employees . . ." 28 USC section 1011i

Summary

Interactivity audio script:

Summary.

Understanding the basics of the Clery Act's reporting requirements is an important step to helping our institution comply with its legal obligations and provide greater transparency and awareness of certain crimes that occur on or near campus.

Together with awareness and prevention education, gathering accurate reporting information also helps our institution's efforts to keep the campus community safe.

With your help, we can maintain a healthy learning environment where every student and employee can be successful.

Course Complete

Interactivity audio script:

You've reached the end of the course!

You covered a lot of information about our school's obligations under the Clery Act. Please apply what you've learned in this course and report information you receive that needs to be included in the school's annual disclosures. This helps keep our campus community safe and satisfy the school's reporting requirements.

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