



2018 Annual Campus Security Report

Crime Awareness and Campus Security Act of 1990

Orion Institute
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Perrysburg, OH 43551
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Introduction

Your safety is our concern. Safety must also be your concern. At Orion Institute (OI), we work very hard to prevent crime, accidents and illness, but nothing we do is as important as what you do – and, in some cases, don't do.

This publication contains valuable information about how you can help us keep you safe, on and off campus. Please pay special attention to the safety tips. Following them will greatly reduce the chances you'll be the victim of crime, become injured or lose valuables.

Let's work together to have a safe year.

The *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act* is the landmark federal law which requires colleges and universities across the United States to disclose information about crime on and around their campuses.

Because the law is tied to participation in federal student financial aid programs, the law applies to most institutions of higher education, both public and private. The law is enforced by the US Department of Education.

The "Clery Act" is named in memory of 19-year-old Lehigh University freshman, Jeanne Ann Clery, who was assaulted and murdered while asleep in her residence hall room on April 5, 1986. Jeanne's parents, Connie and Howard, discovered students hadn't been told about 38 violent crimes on the Lehigh campus in the three years before her murder. They joined with other campus crime victims and persuaded Congress to enact this law, which was originally known as the "Crime Awareness and Campus Security Act of 1990".

The law was amended in 1992 to add a requirement schools afford the victims of campus sexual assault certain basic rights, and was amended again in 1998 to add more reporting requirements. The 1998 amendments also formally named the law in memory of Jeanne Clery.

The above information was provided by Security on Campus, Inc.

Emergency Numbers

Orion Institute

Emergency Number	9-1-1
Non-Emergency Number	419-874-4496

Perrysburg Police

Emergency Number	9-1-1
Non-Emergency Number	419-872-8001

Perrysburg Fire

Emergency Number	9-1-1
Non-Emergency Number	419-872-8025

Resource and Referral Listing

AA Toledo Office (Alcoholics Anonymous)	419-380-9862
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AL-ANON	419-537-7500
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Arrowhead Behavioral Health	419-891-9333
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Behavioral Connections Of Wood County	419-872-2419 419-352-5387
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Ohio Substance Abuse Treatment	866-807-4367
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The Link Crisis Hotline	419-352-1545 800-472-9411
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United Way of Greater Toledo	2-1-1
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To Report a Crime

All persons are strongly encouraged to report crime to either the police or OI in a timely and accurate manner. Contact Perrysburg Police at 419-872-8001 (non-emergencies) or dial 9-1-1 (emergencies only). Any suspicious activity or person seen in the parking lot or loitering around vehicles or inside building should be reported to the police department. In addition you may report a crime to any OI personnel.

Kevin Burchett	Director
Mary Taylor	Lead Instructor
Vicki Bell	Director of Student Finance
Craig Sneider	Student Finance Office
Emily Binns/Cheryl Hammond-Vagts	Administrative Staff
Daniel Blanton	Admissions
Instructors	Classroom

Under Ohio law, persons who have knowledge of a felony (a victim of or witness to the crime) are required to report the crime to the police (Ohio Revised Code (ORC) §2921.22). Failure to report a crime is a fourth-degree misdemeanor.

Confidential Reporting Procedures

Ohio's public records law (ORC §149.43) does not permit OI to promise confidentiality to those who report crimes to anyone except counselors or, under certain circumstances, to a physician or nurse or a hospital.

Reports which are confidential by law will not be reported for inclusion in the annual crime statistics report.

Crime Reporting (Limited Voluntary Confidential)

OI encourages anyone who is the victim or witness to any crime to promptly report the incident to the Perrysburg Police Department as soon as possible. Because police reports are public records under state law, the Perrysburg Police Department cannot hold reports of crime in confidence. Confidential reports, for purposes of inclusion in the annual disclosure of crime statistics, can generally be made to any OI personnel.

If you see a crime or suspicious activity occurring on campus and you would like to anonymously report it, please fill out the Silent Witness Form, which can be found in the back of this booklet, as well as in the Learning Resource Center. Please fill in as much information as possible.

General Procedures for Reporting a Crime or Emergency

Crimes should be reported in a timely and accurate manner to the Perrysburg Police Department, since OI does not maintain campus police. Other emergencies should be reported to the proper local emergency agency by calling 9-1-1.

Crimes and emergencies which take place on OI property, including the parking lot, should also be reported to any OI personnel. Front desk staff will take crime and emergency reports. OI personnel do not have enforcement authority in cases of crimes.

Crimes should be reported to OI to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the community, when appropriate.

OI does not have a MOU (memorandum of understanding) with any law enforcement agency.

Policy Addressing Counselors (With and Without Confidential Reporting Procedures)

OI does not have a policy since we maintain no Counselors.

Campus Police Authority and Jurisdiction (Whose Police Have Arrest Authority)

OI does not have a policy since we maintain no Campus Police. Everyone is encouraged to accurately and promptly report all crimes to OI and the Perrysburg Police Department. OI does not have a MOU (memorandum of understanding) with any law enforcement agency.

Campus Law Enforcement (Whose Police Do Not Have Arrest Authority)

OI does not have a policy since we maintain no Campus Law Enforcement. Everyone is encouraged to accurately and promptly report all crimes to OI and the Perrysburg Police Department. OI does not have a MOU (memorandum of understanding) with any law enforcement agency.

OI complies with the Cleary (Campus Security) Act and publishes its Crime Awareness and Campus Security report on its disclosures page on this website. Note OI does not report on completion or graduation rates for student athletics, as OI neither offers athletics nor has an athletic department. Additionally, sexual harassment will not be tolerated. Harassment can include "sexual harassment" or unwelcome sexual advances, requests for sexual favors, and other verbal or physical harassment of a sexual nature, including rape. OI complies with the Title IX, VAWA/Campus SaVE Act.

Crime Prevention Programs

Periodically during the year, OI provides community education programs which are available to students, faculty, and staff as well as the community. Issues such as personal safety, sexual assault, awareness of rape, acquaintance rape prevention, forcible and non-forcible sex offenses, alcohol and drug abuse prevention, and related topics may be available.

Tip:

- To enhance personal safety, and especially after an evening class, we encourage you to walk with a companion and, when possible, park closest to the entrance.
- Always plan the safest route to your destination.
- Do not leave purses open and in plain sight when out of the room for breaks, lunch or clinics.
- Let others know where you are going and when you will return.
- Walk with a companion whenever possible.
- Use public walkways and stay in well-lit and traveled areas.
- When walking, take note of potential hiding spots and use caution as you approach them.
- Avoid carrying large amounts of cash or valuables.
- Remain aware of your surroundings.
- If you feel uncomfortable in a situation, leave as soon as possible.
- Always lock your vehicle doors, even while you are driving.
- Park in well lighted areas and remove valuables from sight.

Criminal Activity Off Campus (Whose Police Monitor and Do Not Monitor Off-Campus Activity)

OI does not have a policy since we have no off-campus student organizations nor do we maintain Campus Police.

Reporting the Annual Disclosure of Crime Statistics

OI's Business/Records Office prepares this report (to comply with the Jeanne Clery Act) in cooperation with the Perrysburg Police Department and OI reported incidents.

Campus crime, arrest and referral statistics include those reported to the Perrysburg Police and designated campus officials (including but not limited to directors, deans, department heads, faculty and staff). These statistics may also include crimes which have occurred in private residences or businesses and is not required by law.

No formal police report is required for a crime to be included in the statistics. Every effort is taken to ensure all persons required to report do so, and the statistics are as accurate and complete as possible.

This report is available for review in the Learning Resource Center and on the bulletin board by the classroom by October 1st of each year. Copies of the annual crime report will be distributed to all enrolled students, faculty and staff, new students at orientation, and mailed to any students not attending orientation.

Sexual Assault Prevention and Response: Sexual Misconduct Policy/ Violence Against Women Act (VAWA) and the Campus Sexual Violence Elimination Act (SaVE Act)

OI is committed to providing a learning and a working environment free from sexual misconduct. OI complies with the *Title IX, VAWA/Campus SaVE Act*. OI's policy regarding sexual misconduct in any form will not be tolerated and is committed to upholding a safe, nonthreatening and respectful environment. Any violation of this policy may result in discipline up to and including termination from the college.

Definitions

Sexual misconduct is a broad term encompassing any non-consensual behavior of a sexual nature committed by force or intimidation, coercion, or manipulation. It can occur between strangers or acquaintances, including people involved in an intimate or sexual relationship. Sexual misconduct can occur between members of the same or different sex and can also occur while individuals are fully clothed. Sexual misconduct includes, but is not limited to, sexual abuse or assault, sexual harassment, sexual exploitation, and sexual intimidation.

Sexual Abuse or sexual assault is a form of sexual misconduct and represents a continuum of conduct from forcible rape to nonphysical forms of pressure which compel individuals to engage in sexual activity against their will. In Ohio, the terms "rape" and "sexual assault" fall under the legal definition of "sexual abuse," which includes any sex act done by force or against the will of another.

Sexual Harassment is defined as persistent, repetitive, or egregious behaviors directed at a specific individual or group of individuals, whether made physically, orally, in writing, or through electronic media. Sexual Harassment includes, but is not limited to, the following: physical contact or violence, direct or implied threats of a sexual nature or for a sexual purpose, persistent propositions to develop a romantic or sexual relationship, unwelcomed sexually explicit gestures, statements, questions, jokes, anecdotes, or displays of graphic sexual material-including remarks about a person's clothing or body, sexual activity or previous sexual experience, stalking, unwelcomed touching, and bullying/cyber-bullying for a sexual purpose.

Sexual Exploitation involves taking sexual advantage of another person. However, the behavior(s) displayed might not fit into other sexual misconduct offenses. Examples include, but are not limited to the following: Distribution or publication of sexual or intimate information about another person without consent, electronic recording, photographing, or transmitting sexual or intimate statements, sounds, or images without knowledge and consent of all parties, or indecent exposure.

Sexual intimidation is defined as an implied or actual threat to commit a sex act against another person, or behaviors used to coerce a person in a sex act. Examples include, but are not limited to: stalking and voyeurism.

Consent is giving permission to engage in activity. Consent is clear, knowing and voluntary. Previous history does not imply consent for future activity. Consent to one activity does not imply consent to another. Consent cannot be given under pressure, force, threats, intimidation, coercion or while incapacitated due to influence of alcohol and/or drugs. In order to give consent one must be of legal age and not incapacitated mentally or physically. Silence should not be interpreted as consent.

Confidentiality

OI is committed to creating an environment which encourages students to come forward if they have experienced any form of sexual misconduct. The college will work to protect the identities and privacy of the students who seek help or who report sexual misconduct. Yet, it is important students understand the limits on confidentiality of individuals whom they may contact for such assistance. Students who are concerned about confidentiality should always discuss such concern with the person to whom they are speaking, and should inquire about any limits on confidentiality.

Reporting

Students who are survivors of sexual assault should give strong consideration to reporting the assault. Sexual violence includes sexual assault, intimate partner/dating/domestic abuse and violence and stalking. The college strongly encourages students to report concerns immediately. In addition to violating college policy, sexual misconduct might also constitute criminal activity. Students are encouraged to inform the police and/or seek medical attention. The chances of a successful criminal investigation are greatly enhanced if evidence is collected and maintained immediately by authorities. Students can inform and discuss the matter with law enforcement and hospital personnel without making a formal criminal complaint or a formal college complaint. Reporting an assault to OI or Perrysburg Police does not require filing criminal charges, but it does allow all support systems to be put in place for the survivor. Reporting is best done as soon as possible after the assault, but it may be done at any time.

If a sex offense occurs on the premises, the student should contact OI personnel (administrator, front desk, or instructor) as soon as possible, as well as contacting the Perrysburg Police Department. At least one member of OI's personnel is in the building whenever the Institute is open, and may be contacted in person or in writing if the student prefers. The Perrysburg Police Department may be contacted by calling 9-1-1 in an emergency, or at 419-872-8001 in non-emergency situations. Any evidence of the offense should be preserved for official investigators.

Students are encouraged to notify the Perrysburg Police Department if a sexual assault occurs. OI personnel will assist in the notification if the student asks for such assistance.

OI will assist victims of a sex offense in finding counseling or mental health assistance in the community since OI maintains no on campus services.

Mercy Health – Perrysburg Medical Center

12621 Eckel Junction Road
Perrysburg, OH 43551

St. Luke's Hospital

5901 Monclova Road,
Maumee, OH 43537

Perrysburg Police Department

330 Walnut Street
Perrysburg, OH 43551

Perrysburg Township Police Department

26711 Lime City Road
Perrysburg, OH 43551

College Response

A student who believes she or he has been the victim of sexual misconduct, as well as a student who has been accused of sexual misconduct may seek interim actions while an investigation is being conducted. Upon request by the victim, the school will change a victim's academic situation after an alleged sex offense if changes are reasonably available. Options for such changes include, but are not limited to: transferring the student to another class and permitting the student to take a leave of absence consistent with the published leave of absence policy; obtain a no-contact order between any parties involved in Sexual Misconduct (This is to maintain the safety and security of the student body including the complainant, and the accused (including any witnesses involved in the investigation procedure); other interim actions, when necessary to protect student welfare, such as interim suspension of 5 days, or immediate termination for violating the Sexual Misconduct Policy may occur.

In cases of alleged sex offenses, a disciplinary hearing will be held to determine whether a violation of school policy has been committed, and if so, what sanctions should be imposed upon the violator. The institutional disciplinary hearing does not determine guilt. Details of the format, time, and location of the disciplinary hearing will be sent to all involved parties. Both the accuser and the accused are entitled to the same opportunity to have others present during a disciplinary proceeding. Both accuser and accused will be informed of the school's final determination of any school disciplinary proceeding, with respect to the alleged sex offense, and any sanction imposed against the accused.

Following a final determination of a school disciplinary proceeding regarding rape, acquaintance rape, or other forcible or non-forcible sex offenses in which the accused is found to be in violation of school policy, the offender may face sanctions by the school. Such sanctions may include suspension or dismissal from the program. Sanctions will not include altering the grades of the student, although dismissal may cause a student to receive a grade of incomplete in classes he/she was enrolled in at the time of dismissal. No sanctions, either temporary or permanent, will be imposed until after a final determination is made, nor will any sanctions be made retroactive to any date before the date of the final determination of the disciplinary proceeding.

Periodically during the year, OI provides community education programs which are available to students, faculty, and staff as well as the community. Issues such as personal safety, sexual assault, awareness of rape, acquaintance rape prevention, forcible and non-forcible sex offenses, alcohol and drug abuse prevention, and related topics may be available.

Program Participation Agreement (PPA)

OI will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the results of any disciplinary hearing conducted by OI against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, OI will provide the results of the disciplinary hearing to the victim's next of kin, if so requested.

Sexual Offender Registration

OI does not maintain a List of Registered Sex Offenders On-Site.

The responsibility for tracking persons in Ohio who have been designated as Sex Offenders is assigned to the sheriffs of the various counties. The following web site contains information regarding sex offenders covered by this report.

Wood County <http://www.woodcountysheriff.com/>

Timely Warnings

OI works closely with the Perrysburg Police Department to review current criminal activity and information. OI will provide students, faculty, and staff timely notification of crimes which present a threat and to heighten safety awareness.

In the event a situation arises, either on or off campus, in the judgment of the Director or designee constitutes an ongoing or continuing threat, the Director will issue a "timely warning" notification. The warning will be issued by whatever means is appropriate. Such means may include conspicuous posting of information, announcement to the student body, or by postal mailing.

Whenever the City of Perrysburg issues a news release about an off-campus crime which represents an ongoing threat to the safety of students, faculty, and staff, OI will assist in publicizing the crime on campus.

Campus Emergency Response/Immediate Warning/Evacuation

Broad Emergencies

The Director or designee will immediately and without delay notify the students, faculty, and staff upon the confirmation of a significant emergency or dangerous situation (i.e. gas leak, tornado, contagious viruses, etc.) involving an immediate threat to their health or safety unless said notification will, in the professional judgment of the Director or designee, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency. This will be made by announcement throughout the entire building.

The Director will determine which information is appropriate at various points in time and/or additional segments of the campus may be notified as the situation warrants. OI will also alert the Perrysburg Police or Fire Department if the situation warrants such action.

Emergency Evacuation Routes are posted in each area with closest evacuation routes highlighted.

OI will also test the emergency response and evacuation procedures on at least an annual basis. OI is working with the Perrysburg Fire and Police Departments to update, test and evaluate their emergency plan. Notification will be given to all students, staff, and faculty once the updated plan is finalized.

Specific Emergencies

Tornado Watch means weather conditions are ripe to produce these storms. You should be alert to changing weather conditions and a "tornado warning" being announced.

Tornado Warning is usually marked by a siren and means a tornado has been sighted in the county. Prepare to take cover immediately.

Flying debris and broken glass are the cause of most serious injuries and deaths from a tornado. If there is a tornado warning and sirens go off and you are in the building, seek protective shelter away from windows. Close all windows and doors. Seek refuge in a small central room with no windows. **DO NOT GO OUTSIDE.** If you are in a vehicle, get out and seek shelter. All of these precautions should remain in effect until your area has been determined safe by the National Weather Service. Any request for medical aid should be directed to 9-1-1. **DO NOT** attempt to take unnecessary risks unless told to do so by Public Safety Officials.

Fire Alarms – A fire alarm is a bell. When you hear the fire bell, leave the building in a quick, calm, safe, and efficient manner. Take all your personal belongings with you which are within reach. Move away from the building but do not block the roads; the fire trucks will be responding. Do not attempt to return to the building until the Fire Marshall or an OI designee has announced "ALL CLEAR."

Security and Access Policy

OI facilities are open from 9 a.m. to 9 p.m. Monday-Thursday, 9 a.m. to 5 p.m. on Friday, and by appointment only from 9 a.m. to 1 p.m. on Saturday. Outside these hours, the facilities are locked and may be opened only by authorized personnel. The parking lot is open to the public, including persons without business with OI, and is not monitored.

Access to the facilities is limited to the front entrance, and the front desk staff monitoring the entrance and lobby areas. Members of the public, including continuing education students, have access to portions of the facilities as part of the normal course of business. Members of the public not attending classes or continuing education coursework will be encouraged to remain in the lobby. Loitering is discouraged.

The cooperation and involvement of students, faculty, and staff in campus safety is an absolute necessity. All must assume responsibility for their own safety and the security of their property by following simple, common sense precautions. For instance, valuables should be marked with a personal identification number and should not be left unattended, especially in areas or at times when persons other than OI students, faculty, and staff have access to facilities. Vehicles should be locked in the parking lot and valuables, including purses, should not be left in plain view. When leaving at night, students are encouraged to walk with a companion and, when possible, not park far from the entrance. Students, faculty, and staff should also take measures to encourage the security and safety of others by not engaging in any activities which might put others at risk.

Please report all exterior burned out lights to front desk staff.

OI does not maintain any campus residences.

Security Awareness Programs

OI provides no formal crime prevention programs for students and employees. The students are mature adults who live and work in their own communities, many of which publicize the best ways to prevent crimes. All staff and faculty are advised of building security procedures when they begin employment with OI.

During orientation in January, April, July, and October, students are informed of ways to maintain personal safety. Students are told about crime on-campus and in surrounding neighborhoods. Similar information is presented to new employees.

Periodically during the year, OI provides community education programs which are available to students, faculty, and staff as well as the community. Issues such as personal safety, sexual assault, awareness of rape, acquaintance rape prevention, forcible and non-forcible sex offenses, alcohol and drug abuse prevention, and related topics may be available. Information is disseminated to students, faculty, and staff through various means.

When time is of the essence, information is released to the OI community through security alerts posted prominently throughout the campus.

A common theme of all awareness and crime prevention programs is to encourage students, faculty, and staff to be aware of their responsibility for their own security and the security of others.

Alcoholic Beverages and Illegal Drugs

The following information is provided in response to the Drug-Free School and Communities Act Amendments of 1989 (Public Law 101-226), which requires OI show it has adopted and implemented a program to prevent the illicit use of drugs and the abuse of alcohol by student, faculty, or staff, and to set forth the standards to provide a community setting which is safe, healthy, and productive for all faculty, staff, and students. OI distributes this policy annually, which includes information about referral and treatment, applicable laws and sanctions, and current assessments of possible health risks.

OI is committed to providing a drug and alcohol-free educational and workplace environment. Alcohol and illegal drugs are not permitted on OI's premises or at any school sanctioned activity. Students, faculty, or staff are not permitted to possess, consume, distribute, or be under the influence of alcohol or illegal drugs on the school premises, at any school-sanctioned activity, or while representing the school, such as during field experiences.

Any student, faculty, or staff who violates this policy is subject to both prosecution and punishment by civil authorities and disciplinary proceedings by OI up to and including dismissal from the academic program or termination of employment.

This policy is not intended to punish people seeking rehabilitation. Information about students, faculty, or staff who voluntarily seek referrals to drug or alcohol treatment programs will remain confidential. Seeking information or a referral to a rehabilitation program will not be used as a basis for disciplinary action.

Persons found to be in violation of this policy will be informed of and referred to services to assist them in determining whether they are abusing drugs or alcohol or are chemically dependent. This referral shall not limit OI's ability to pursue appropriate disciplinary action and to refer the matter to civil authorities when appropriate.

While OI does not provide substance abuse counseling, persons found to be in violation of this policy will be informed of and referred to outside services to assist them in determining whether they are abusing drugs or alcohol or are chemically dependent. This referral shall not limit the Institute's ability to pursue appropriate disciplinary action and to refer the matter to civil authorities when appropriate.

Parental Notification Guidelines for Alcohol and Controlled Substance Violations

These guidelines were developed in response to the Higher Education Amendments of 1998. These amendments created an exception to the Family Educational Rights and Privacy Act (FERPA), thus enabling universities to notify parents or legal guardians, under certain circumstances, of a student under 21 years old's use or possession of alcohol or a controlled substance. This change supports the practice of OI of establishing a collaborative partnership with parents and actively involving them, when appropriate, in addressing student behavior as it relates to alcohol and drugs.

Notification of parents is done when OI believes it will help the student. When practicable, conversations normally are held with the student before contact is made with parents, in an effort to determine whether such contact is the best course of action.

Generally, OI contacts parents in an effort to provide support for students' physical health and safety, academic success, and personal development. Factors which are considered when deciding to contact parents may include, but are not limited to:

- A situation in which a student has received medical attention
- The occurrence of an arrest and consequent criminal charges
- A major disruption to OI's educational mission
- Substantial harm caused to other students, or
- Significant property damage

Contacts are made, if possible, by a personal appointment with parents or by phone. Written communication is used only when other attempts to contact parents have failed. The goal is to develop a partnership between OI and the parents for the good of the student.

Parent contacts are not to be viewed as a "disciplinary sanction" but rather as a positive engagement of the broadest possible resources to help a student succeed in his/her educational endeavor. Parents are encouraged to discuss the situation with their son or daughter.

Questions or concerns regarding these guidelines should be directed to OI's Director.

Legal Sanctions for Use, Distribution or Possession

This information is provided as a general summary of the major applicable laws. While it is believed to be accurate as of September 2009, keep in mind laws frequently are amended and reinterpreted, the application of law to specific situations generally requires an analysis of all of the facts and circumstances, and this information, therefore, should not be substituted for specific legal advice.

Federal Law

Federal Law prohibits the trafficking and illegal possession of controlled substances as outlined in 21 United States Code, Sections 811 and 844. Depending on the amount, first offense maximum penalties for trafficking marijuana range from five years' imprisonment and a fine of \$250,000 to imprisonment for life and a fine of \$4 million.

Depending on the amount, first offense maximum penalties for trafficking class I and II controlled substances (methamphetamine, heroin, cocaine, cocaine base, PCP, LSD, fentanyl analogue) range from five years to life imprisonment and maximum fines range from \$2-\$4 million.

First offense penalties for the illegal possession of a controlled substance range from up to one year in prison and a fine of at least \$1,000 but not more than \$250,000, or both.

State Law

ORC 4301.63 provides no person under the age of 21 years shall purchase beer or intoxicating liquor.

Penalty: A fine of not less than \$25 and no more than \$100. The court may order the fine be paid by the performance of a public work at a reasonable hourly rate established by the court and shall designate the time within the public work shall be completed.

ORC 4301.633 provides no person shall knowingly furnish any false information as to the name, age, or other identification of any person under 21 years of age for the purposes of obtaining beer or intoxicating liquor for any person under the age of 21, by purchase or as a gift.

Penalty: A misdemeanor of the first degree. The maximum penalty is imprisonment for not more than six months and a \$1,000 fine.

ORC 4301.634 provides no one person under the age of 21 years shall knowingly show or give false information concerning his/her name, age, or other identification for purposes of purchasing or otherwise obtaining beer or intoxicating liquor in any place where beer or intoxicating liquor is sold under a permit issued by the department of liquor control or sold by the department of liquor control.

Penalty: A misdemeanor of the first degree. The maximum penalty is imprisonment for not more than six months and a \$1,000 fine.

ORC 4301.64 prohibits the consumption of any beer or intoxicating liquor in a motor vehicle.

Penalty: A misdemeanor of the fourth degree. The maximum penalty is imprisonment for not more than 30 days and \$250 fine.

ORC 4301.69(A) prohibits selling beer or intoxicating liquor to a person under the age of 21, or buying or furnishing it for such a person.

Penalty: A misdemeanor. The maximum penalty is imprisonment for not more than six months and a fine of not less than \$500 and no more than \$1000.

ORC 4301.69(E) provides no underage person shall knowingly possess or consume any beer or intoxicating liquor, in any public or private place unless he is accompanied by a parent, spouse, or legal guardian, who is not an underage person, or unless the beer or intoxicating liquor is given for medical or religious reasons.

Penalty: A misdemeanor of the first degree. The maximum penalty is imprisonment for not more than six months and a \$1,000 fine.

ORC 4511.19 prohibits any person from driving a motor vehicle while under the influence of alcohol and/or drugs.

Penalty: Misdemeanor of the first degree. The maximum penalty is imprisonment for not more than six months and a \$1,000 fine, in addition to license suspension. Penalties for repeat offenders can result in up to five years in prison.

ORC 2925.11 prohibits any person from knowingly obtaining, possessing, or using a controlled substance.

Penalty: Drug abuse involving amounts of marijuana less than 100 grams carries a penalty of \$100. Other violations involving marijuana result in mandatory jail terms of not more than 8 years and mandatory fines of \$15,000. Drug abuse offenses involving other drugs may result in jail terms of up to 10 years and fines of \$20,000.

The City of Perrysburg enforces all state and federal statutes above.

Conviction of a drug-related offense may render a student ineligible for federal financial aid for at least one year. Depending on the nature and severity of the conviction, a student may lose federal financial aid eligibility for an indefinite period.

Alcohol and Substance Abuse Information Prevention Programs

OI does not provide on campus substance abuse counseling; however, there are several sources of such treatment and counseling available in the community. If necessary, students, faculty, and staff in need of counseling or treatment may contact the following:

Behavioral Connections of Wood County (Perrysburg)	419-872-2419
Arrowhead Behavioral Health	419-891-9333
Mental Health & Recovery Services Board of Lucas County (refers callers to local programs)	419-213-4600 www.lcmhrsb.oh.gov
Ohio Substance Abuse Treatment and Referral (refers callers to local programs)	866-807-4367
Alcoholics Anonymous	419-380-9862
Cocaine Anonymous	419-385-9000 800-315-2056

The above is meant as a list of possible resources for alcohol or drug counseling and treatment. It is not an endorsement of any method or provider of drug or alcohol treatment, and OI does not guarantee the effectiveness or availability of the above providers.

Resource information (booklets, pamphlets, brochures, etc.) regarding health and safety concerns from substance use/abuse, and information regarding community services, are available in the Learning Resource Center. There are many people and services available for someone who needs support, information, or treatment.

Additionally, periodically during the year OI provides community education programs which are available to students, faculty, and staff as well as the community. Issues such as personal safety, sexual assault/acquaintance rape prevention, alcohol and drug abuse prevention, and related topics may be available.

Health Effects of Alcohol

Chronic heavy drinking increases the risk of degenerative diseases, such as liver cirrhosis (damage to liver cells), pancreatitis (inflammation of the pancreas), and cancer (liver, mouth, throat, larynx and esophagus).

Some consequences of chronic heavy drinking include vitamin deficiencies, stomach ailments, digestive problems, skin problems, sexual impotence, obesity, central nervous system damage, memory loss, physical dependence, and psychological disorders.

Intoxication increases the risk of death from automobile crashes, the leading cause of death of college-aged people. It increases injuries during recreation and work; and a higher likelihood of homicide and suicide.

Drinking alcohol during pregnancy causes fetal alcohol syndrome, the most common preventable birth defect today.

Alcohol abuse is associated with violent behavior and may lead to inappropriate risk taking to the point of severe injury or death, unplanned pregnancies, and sexually transmitted diseases.

Recent studies show alcohol consumption has the potential to trigger long term biological changes which may have detrimental effects on the developing adolescent brain, including neurocognitive impairment.

Moderate alcohol consumption lowers the long term risk of heart disease.

Alcoholic energy drinks have long term health effects which are not yet understood. In the short term, the stimulants in these drinks do not improve physical impairment from alcohol but can deceive the drinker into risky behaviors.

Academic Impact

The National Institute on Alcohol Abuse and Alcoholism (NIAAA) Task Force on College Drinking reports about 25 percent of college students report academic problems caused by alcohol abuse such as missing class, lower grades on exams, and falling behind. (<http://www.collegedrinkingprevention.gov/StatsSummaries/snapshot.aspx>)

Students who consume the highest levels of alcohol report significantly lower grade point averages. They also report missing a significantly higher number of classes and getting lower test scores as a result of their alcohol or drug use. (CORE Report, the Ohio State University 2004)

The strongest negative effects of heavy episodic drinking are on student-faculty interaction, with these effects most common at research institutions and less common at coed colleges and women's colleges. (Porter, S.R., & Pryor, J. 2007)

Health Effects of Drugs

Type of drug (and generic effects)	Name	Possible Effects
Stimulants speed up action of the central nervous system.	Amphetamines (speed, uppers, pep pills, bennies) Cocaine (coke, snow, crack, rock – legally classified as a narcotic)	Hallucinations may occur. Tolerance, psychological and sometimes physical dependence can develop. Continued high doses can cause heart problems, malnutrition and death. Confusion, depression, and hallucinations may occur. Tolerance and physical dependence can develop. Effects are unpredictable – convulsions, coma, and death are possible. Smoking may cause lesions in lungs.
Depressants relax the central nervous system.	Barbiturates (barbs, good balls, downers, blues) Tranquilizers	Confusion, loss of coordination, etc., may occur. Tolerance and physical and psychological dependence can develop. An overdose can cause coma and/or death. Depressants taken in combinations or with alcohol are especially dangerous.
Cannabis alters mood and perception	Marijuana (grass, pot, weed, reefer) Hashish (has) Hashish oil (hash oil)	Confusion, loss of coordination. With large doses, hallucinations may occasionally occur. Long-term use may cause moderate tolerance and psychological dependence. Long-term use may cause damage to lung tissue.
Hallucinogens temporarily distort reality	Lysergic acid diethylamide (LSD, acid) <hr/> Phencyclidine (PCP, angel dust) legally classified as a depressant. <hr/> Mescaline (MDA, DMT, STP, psilocybin, "designer drugs".	Hallucinations, panic may occur. Effects may recur (flashbacks) even after use is discontinued. Possible birth defects in users' children. <hr/> Depression, hallucinations, confusion, irrational behavior. Tolerance develops. An overdose may cause convulsions, coma, and death. <hr/> Effects are similar to those of LSD.
Narcotics lower perception of pain	Heroin (H, scag, horse, junk, smack) Morphine (M, dreamer) Codeine Opium	Lethargy, apathy, loss of judgment, and self-control may occur. Tolerance and physical and psychological dependence can develop. An

		overdose can cause convulsions and death. Risks of use include malnutrition, infection, and hepatitis.
Deliriants cause mental confusion	Aerosols, lighter fluid, paint thinner, amyl nitrate, other inhalants (poppers)	Loss of coordination, confusion, and hallucinations may occur. An overdose can cause convulsions and death. Psychological dependence can develop. Permanent damage to lungs, brain, liver, and bone marrow can result.
Cigarettes and e-cigarettes		Long-term cigarette smoking is linked to emphysema, lung cancer, and heart disease. Physical and psychological dependence can result.
Smokeless tobacco		Long-term use of chewing tobacco or snuff is linked to oral cancer of gums, mouth, pharynx, larynx, and esophagus. Physical and psychological dependence can result.
Passive smoke		Combination of secondhand smoke exhaled by the smoker and side stream smoke from the burning end of tobacco products accounts for an estimated 8,000 deaths due to cancer per year. More than 3,000 known toxic substances are in tobacco smoke.

Alcohol: Zero-One-Three

Reduce your risk for experiencing alcohol-related impairment problems. Set guidelines for the use and non-use of alcohol and stick to them. Zero-One-Three can be a helpful tool in developing a clearer idea of what is "responsible drinking."

The Zero-One-Three concept was developed by the Enjoy Michigan Safety Coalition and funded by the Michigan Office of Highway Safety Planning. Zero, One, and Three are easy numbers to remember. They represent alcohol consumption norms which should be promoted. Each number stands for a component of the concept.

Zero = Zero alcohol

It's OK not to drink, especially if you're under 21, driving, chemically dependent, or pregnant. Alcohol is a drug, and tens of millions of adults choose to live a drug-free, and, therefore, alcohol-free lifestyle. It is a choice made by approximately 30 percent of the adult population.

Situations where zero is a wise choice:

- People who are not of legal age
- Women who are pregnant or think they may be pregnant
- People who suffer from alcoholism or other chemical dependencies
- People from homes where alcoholism or abusive consumption is present
- People who do not like the physiological or psychological effects of alcohol
- People who are trying to cut down on empty calories

- People who prefer the taste of non-alcoholic beverages
- Diabetics
- People on certain medications

One = One drink per hour

One drink is defined as one 12-ounce can of beer OR one glass of wine OR one shot of liquor (a mixed drink). If a person is having more than one drink per hour he/she is out of bounds and is exceeding the recommended consumption pace. Because of the rate by which alcohol is metabolized in the body, more than one drink per hour will/can cause a person to test as legally under the influence of alcohol. By keeping the pace to one drink per hour, the body's alcohol metabolism capacity will likely not be surpassed by alcohol intake. This will help keep blood alcohol concentration within safer limits. Remember, the legal blood alcohol concentration limit is .08 for driving in Ohio. If under 21, it is a violation if the concentration of alcohol is .02 or greater.

Three = No more than three drinks per day, and never daily.

Three represents the maximum number of drinks a person should ever have in a single day. It does not mean three at each of six pubs. Also, remember these three drinks are not to be consumed at a faster pace than one per hour. Some people will quickly point out the existence of individual differences (body weight, etc.) as they relate to these guidelines. It is important to note, however, individual differences also exist for blood cholesterol levels, exercise prescriptions, and all other quantified health norms. The standard of Zero-One-Three is one which is acceptable for most people.

Mental/Physical Health

OI does not provide mental health or medical counseling. If a student, faculty or staff is aware of a mental or physical health condition they have been diagnosed with, it may be shared confidentially with the appropriate faculty or staff at OI. If a mental or physical condition impedes a student, faculty or staff's ability to function as a student, faculty or staff, then OI may pursue modifications to student or employment status to protect the student, faculty or staff and other students, faculty or staff.

Wood County Hospital 950 W. Wooster St. Bowling Green, OH 43402 www.woodcountyhospital.org	419-354-8900
Great Lakes Urgent Care 25660 N. Dixie Highway Perrysburg, OH 43551 www.perrysburgurgentcare.com	419-872-5343
Royal Treatment Urgent Care 1090 W. South Boundary St. Perrysburg, OH 43551	419-874-1394
Harbor Behavioral Healthcare (Many Lucas and Wood County Locations) www.harbor.org	419-475-4449
Unison Behavioral Health Group 544 E. Woodruff Toledo, OH 43604 www.unisonbhg.org	419-442-7720

Whistleblower Protection and Anti-Retaliation Policy

OI prohibits any retaliatory action against any individual "with respect to the implementation of any provision" of the Clery Act.

Peer to Peer (P2P) File Sharing and Copyright Information

OI is committed to protecting the sensitive, personal information of its students, faculty, staff and affiliates and encourages individual best practices. No staff or faculty has permission to upload information to a USB and remove from the premises.

Since OI does not have a system in which students have a school email address and are connected to the school network, the following is just general information all students should be aware of.

P2P file sharing is often a convenient way to join a network of potentially millions of users and easily access music, games or software. The most common problem with file sharing sites is the ease with which they allow you to break copyright law. File sharing software is frequently free; however, it may pose a risk to your computer and personal information.

1. Check the security settings when you install file sharing software or you could unintentionally provide access to sensitive files on your computer. Make sure you provide access to the files and file location you want to share.
2. Set spyware to scan on a regular basis.
3. Use anti-virus software and update it regularly. Anti-virus programs may not block files downloaded through file sharing. Check your settings.
4. Copyright is the legal protection of all creative expression forms on any form of media. Be aware of the limits of the fair use of intellectual property, which is protected under copyright law is the same in cyberspace as it is in the actual world.
 - a. To most people intellectual property, in the form of software and digital entertainment, is highly tempting for reproduction and distribution. This property is protected under copyright law. Illegal duplication, file sharing or use of any type of intellectual property constitutes copyright infringement and could be subject to OI disciplinary action and civil and criminal penalties, including fines.
 - b. Copyright laws generally gives authors, artists, composers, and other such creators the exclusive rights to copy, distribute, modify, and display their works or to authorize other people to do so. Moreover, creators' works are protected from the moment they are created – regardless of whether they are registered with the Copyright Office and regardless of whether they are marked with the copyright notice or symbol ©. In essence, virtually every email, posting, web page, or other computer work you have ever created – or seen – is copyrighted.
 - c. You may only reproduce copyrighted materials if (1) the owner has given you permission; (2) the work is in the "public domain"; (3) it falls under "fair use" and (4) you have an implied license to do so.
5. Closing the file sharing window does not necessarily close the connection to the file sharing network. If your connection stays open, it continues the file sharing capability and could increase security risks. Check the software's settings to see if it automatically opens when you turn on your computer.

OI complies with the U.S. Copyright Act of 1976 and with the Doctrine of Fair Use established in such act. OI respects the intellectual property rights of those who create and publish original works of authorship, whether in written form or other tangible media. OI authorizes reproduction of copyrighted materials only under the following conditions:

1. When permission is obtained from the copyrighted owner, or
2. When reproduction of copyrighted materials fall within fair use guidelines.

Summary of Civil and Criminal Penalties for Violation of Federal Copyright Laws

Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under §106 of the Copyright Act (Title 17 of the USC). These rights include the right to reproduce or distribute a copyrighted work. In the file-sharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement.

Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or "statutory" damages affixed at not less than \$750 and not more than \$30,000 per work infringed. For "willful" infringement, a court may award up to \$150,000 per work infringed. A court can, in its discretion, also assess costs and attorneys' fees. For details, See Title 17 USC §504, 505.

Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines of up to \$250,000 per offense.

For more information, please see the web site of the U.S. Copyright Office at www.copyright.gov, especially their FAQ's at www.copyright.gov/help/faq.

OI Penalties for Violation of Federal Copyright Laws

When OI receives a complaint from a copyright holder, we notify the individual involved and pass along any information received from the copyright holder to such individual. We do not supply any information to the copyright holder about the individual involved unless a valid subpoena is presented.

Once an individual has been identified, OI is compelled to respond, and to impede and prevent the file sharing. Disciplinary action can and will be taken against students, staff, and faculty caught violating OI policies concerning illegal downloading. Sanctions will be imposed on a case-by-case basis and may include:

- Suspension of the student, staff, and/or faculty's network access
- Mandatory interview to discuss risks of unauthorized file sharing
- Mandatory participation in an online copyright awareness tutorial
- Fines

Alternatives to Illegal P2P File Sharing

Many alternatives to illegal P2P file sharing exist. Among those alternatives are:

- <http://aolmusic.com>
- <http://www.apple.com/itunes/>
- <http://www.bet.com>
- <http://www.buymusic.com>
- <http://catsmusic.com>
- <http://collegeconcerts.com>
- <http://cornercd.com>
- <http://dimple.com>
- <http://www.emusic.com/pitch.html>
- <http://exitosmusical.com>
- <http://fye.com>
- <http://www.mp3.com>

Missing Student Notification

OI does not have a Missing Student Notification policy since we maintain no on-campus housing facilities.

Fire Safety and Fire Statistics

OI does not have a Fire Safety policy since we maintain no on-campus housing facilities.

Annual Fire Safety Report

OI does not publish an Annual Fire Safety Report since we maintain no on-campus housing facilities.

Fire Log

OI does not maintain a Fire Log since we maintain no on-campus housing facilities.

OI's Annual Security Report

This report includes statistics for the previous three years concerning reported crimes which occurred on-campus; and on public property within, or immediately adjacent to and accessible from, the campus. The report also includes institutional policies concerning campus security, such as policies concerning sexual assault, and other matters. You can obtain a copy of this report by asking in the Financial Aid Office.

Criminal Offenses						
Criminal offense	Total occurrences On campus			Total occurrences on Public Property		
	2015	2016	2017	2015	2016	2017
a. Murder/Non-negligent manslaughter	0	0	0	0	0	0
b. Manslaughter by Negligence	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0
f. Statutory rape	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0
h. Aggravated assault	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0
j. Motor vehicle theft (Do not include theft from a motor vehicle)	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0

*Starting with 2010 reporting, an incident must meet 3 conditions to be classified as a Burglary. (1) There must be evidence of unlawful entry (trespass). Both forcible entry and unlawful entry – no force are counted. (2) The unlawful entry must occur within a structure, which is defined as having four walls, a roof and a door. (3) The unlawful entry into a structure must show evidence the entry was made in order to commit a felony or theft.

VAWA Offenses						
Crime	Total occurrences On Campus			Total occurrences on Public Property		
	2015	2016	2017	2015	2016	2017
a. Domestic violence	0	0	0	0	0	0
b. Dating violence	0	0	0	0	0	0
c. Stalking	0	0	0	0	0	0

*Due to the Violence Against Women Reauthorization Act (VAWA) of 2013, the above statistics were requested and added starting in 2012.

Arrests						
Crime	Total arrests On Campus			Total arrests on Public Property		
	2015	2016	2017	2015	2016	2017
a. Weapons: carrying, possessing, etc.	0	0	0	0	0	0
b. Drug abuse violations	0	0	0	0	0	0
c. Liquor law violations	0	0	0	0	0	0

Disciplinary Actions						
Crime	On-Campus			Public Property		
	Disciplinary Action			Disciplinary Action		
	2015	2016	2017	2015	2016	2017
a. Weapons: carrying, possessing, etc.	0	0	0	0	0	0
b. Drug abuse violations	0	0	0	0	0	0
c. Liquor law violations	0	0	0	0	0	0

Unfounded Crimes			
	Number		
	2015	2016	2017
a. Total unfounded crimes	0	0	0

Hate Crimes are any occurrence of criminal homicide, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, simple assault, larceny-theft, intimidation, destruction/damage/vandalism of property, and any other crime involving bodily injury reported to local law enforcement agencies or a campus security authority which manifests evidence the victim was intentionally selected because of the perpetrator's bias.

Hate Crime Occurrences						
	On Campus			Public Property		
Criminal offense	2015 Total	2016 Total	2017 Total	2015 Total	2016 Total	2017 Total
a. Murder/ Non-negligent manslaughter	0	0	0	0	0	0
c. Rape	0	0	0	0	0	0
d. Fondling	0	0	0	0	0	0
e. Incest	0	0	0	0	0	0
f. Statutory rape	0	0	0	0	0	0
g. Robbery	0	0	0	0	0	0
h. Aggravated assault	0	0	0	0	0	0
i. Burglary	0	0	0	0	0	0
j. Motor vehicle theft (Do not include theft from a motor vehicle)	0	0	0	0	0	0
k. Arson	0	0	0	0	0	0
l. Simple assault	0	0	0	0	0	0
m. Larceny-theft	0	0	0	0	0	0
n. Intimidation	0	0	0	0	0	0
o. Destruction/damage/ vandalism of property	0	0	0	0	0	0

Department of Education Clery Definitions

Hate Crimes

Crimes which manifests evidence the victim was intentionally selected because of the perpetrator's bias. The categories of bias include: race; gender; religion; sexual orientation; ethnicity/national origin; and disability.

Simple Assault – An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

Intimidation – To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

Destruction/Damage/Vandalism of Property (except "Arson") – To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

Campus

Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of or in a manner related to the institution's educational purposes.

Public Property

All public property, including thoroughfares, streets, sidewalks and parking facilities, which is within the campus, or immediately adjacent to and accessible from the campus. Public property, for purposes of data collection and this report, does not include businesses or private residences adjacent to the campus.

1. "Public Property" statistics include police reports taken from Perrysburg Police Department. Every effort has been made to comply with the definitions contained in the Handbook for Campus Crime Reporting, however Public Property statistics provided by municipalities are not independently verified by OI, and may include reports of crimes which occurred in private residences or businesses or in other "non-campus" locations.
2. Municipal police departments provide statistics for Public Property according to F.B.I. Uniform Crime Reporting (U.C.R.) requirements. Sex Offenses have been re-categorized pursuant to the Uniform Crime Reporting National Incident Based Reporting System (NIBRS), as required by the Campus Security Act.

Sex Offenses

The F.B.I. defines "forcible sex offenses" as forcible rape, forcible fondling, forcible sodomy and sexual assault with an object. "Non-forcible sex offense" is defined as incest and statutory rape.



Silent Witness Form

What type of crime occurred?

Enter the exact location or address where this crime occurred.

Date of Crime: _____

Time of Crime: _____ am or pm

Explain why you suspect a crime was committed at the location:

Suspect(s) Name:

Other information which might be helpful:
