

AVIATOR COLLEGE OF AERONAUTICAL SCIENCE & TECHNOLOGY
Jeanne Clery Disclosure of Campus Security Policy &
Campus Crime Statistics Report
September, 2015

INTRODUCTION

Aviator College of Aeronautical Science & Technology is providing information to all of its employees and students as part of the institution's commitment to safety and security pursuant to the requirements of the Federal Jeanne Clery Disclosure Security Policy and Campus Crime Statistics Act. If you should have any questions regarding any of the information provided in this report, please contact the Office of the President, Mr. Michael Cohen (772) 672-8222.

CAMPUS SECURITY AND CRIME PREVENTION POLICY.

Aviator College of Aeronautical Science & Technology Jeanne Clery Disclosure of Campus Security Policy & Campus Crime Statistics Report is distributed to every student and employee on an annual basis and is available to prospective students at their request. Employees receive a copy as part of their employment package and the reports are included in the Employee Handbook. The report is distributed to all students through the Student Handbook and it is posted on the college website.

REPORTING CRIMES AND EMERGENCIES.

A safe environment is everyone's responsibility. Students, faculty and staff are encouraged to report all criminal acts, suspicious activities or emergencies promptly and have the right to report these matters confidentially. Victims or witnesses to a crime are encouraged to file a report of the incident. Reports can be filed on a voluntary, confidential basis for inclusion in the annual report of crime statistics.

It is the policy of Aviator College of Aeronautical Science & Technology that all criminal acts or other emergencies be properly documented and reported to local authorities as required by law.

Students and employees should promptly report all criminal actions and emergencies occurring on or around Aviator College of Aeronautical Science & Technology facilities to the Director of Education Mr. Pierre Laval (772) 466-4822 ext 115, President Michael Cohen (772) 466-4822 ext 108 and the St. Lucie County Sheriff's Office by dialing 911.

To report emergencies or criminal acts occurring in college housing, students should contact the Housing Office (772) 475-7427 to speak with the professional staff or dial 911 to report a crime or emergency requiring an immediate response. All criminal activity is acknowledged by the completion of an Incident Report and is reported to local police agencies. Criminal activity may include, but is not limited to, burglary, motor vehicle theft, aggravated assault, robbery, sexual offense, hate crimes, gender crimes, homicide and theft. In the event of fire or medical emergencies, students, staff and employees should contact the St. Lucie County Sheriff's Office by dialing 911 and then notify the President's office.

POLICIES FOR PREPARING THE ANNUAL DISCLOSURE OF CRIMINAL STATISTICS

All reported incidents are documented on an Incident Report and are kept in a secure location in the College's Administration Building, located at 4220 Aviator Way. The annual crime report is prepared by the Compliance Director by gathering campus fire and crime statistics and data from the St. Lucie County Sheriff's Office and internal reports, if any.

SECURITY AND ACCESS TO THE COLLEGE

It is the policy of Aviator College of Aeronautical Science & Technology that access to all campus facilities, including housing facilities, be limited to authorized personnel, students and invited visitors. Visitors are at all times subject to Aviator College of Aeronautical Science & Technology's policies, conduct codes, airport safety regulations and TSA regulations and procedures. Students and employees are at all times responsible for the conduct of their guests. Students, staff and faculty are required to present a valid College Identification Card upon request and encouraged to have the identification visible at all times. Guests must present valid identification upon signing in and must remain with their host while in the facility.

**ALL VISITORS MUST SIGN IN AT THE FRONT DESK OF THE ADMINISTRATIVE BUILDING
LOCATED 4220 PAN AM BLVD.**

ACCESS TO ACADEMIC BUILDINGS

Aviator College of Aeronautical Science & Technology is concerned that every student enjoys a safe, secure stay on the facilities. Aviator College of Aeronautical Science & Technology's policies and housing rules strictly prohibit the possession of weapons and the illegal use of alcohol, controlled substances and other drugs on the campus or in off-campus housing. Violation of these rules or criminal acts of any kind may result in prompt disciplinary action including expulsion. The lawful and appropriate behavior of the visitor is the responsibility of their student or employee host. Closed circuit security cameras continuously monitor the school facilities at 4220 Aviator Way.

CAMPUS LAW ENFORCEMENT

Campus staff with security responsibilities is always at the College during business hours. While the staff does not have arrest authority, such persons have the authority to evict unauthorized persons from the campus premises and notify local authorities of all actual or suspected criminal activities, including trespassing.

PROGRAMS TO INFORM STUDENTS AND EMPLOYEES ABOUT CAMPUS SECURITY

All new students and employees are informed about safety and security procedures at their respective orientation programs and in their respective handbooks.

PROGRAMS TO INFORM STUDENTS AND EMPLOYEES ABOUT THE PREVENTION OF CRIMES

In the event of the commission of certain crimes that represent a continuing threat to students and employees, Aviator College of Aeronautical Science & Technology will issue warning reports to advise everyone on the recurring actions and the procedures that will be taken for further prevention. For instance, in the case of repeated burglary or thefts in a facility, warnings will be distributed to all faculty and staff with instructions for faculty to inform their classes and/or post notices throughout the building.

DRUG AND ALCOHOL POLICIES

In keeping with Sections 120(a)-(d) of The Higher Education Act of 1965, as amended, including the Drug-Free Schools and Communities Amendments of 1989 (Public Law 101-226), a "Drug Free Schools and Campuses" publication/the College Drug Prevention Policy, is provided to all Aviator College of Aeronautical Science & Technology students and employees annually. Pursuant to federal and state drug laws as well as the FAA regulations, students are prohibited from the unlawful manufacture, distribution, possession, sale or use of illicit/illegal drugs. Aviator College of Aeronautical Science & Technology also enforces Florida laws regarding underage drinking. This prohibition applies while on school property or when participating in any institutional activity. Students or employees who violate

this policy will be subject to disciplinary action up to and including, expulsion from school or termination of employment and suspension of their FAA / JAA licenses.

The following prohibited conduct is applicable to both employees and students:

- Employees and Students are prohibited from the unlawful manufacture, distribution, possession or use of illicit drugs or alcohol while on school property or when participating in any school activity on or off campus. This prohibition applies to flight training and time building outside the territorial limit of the state.
- All underage students are subject to Florida laws regarding alcohol possession and consumption.
- All students and employees are also subject to all federal and state laws regarding illicit drug possession and use.
- Employees or students who violate this policy will be subject to disciplinary action up to and including expulsion. In addition to legal penalties, a felony record or conviction of a drug related crime can prevent a person from entering some careers.
- Violations of this policy could result in the College losing its eligibility to receive institutional and/or federal financial assistance. Confidential help is available to any person requesting this assistance.

Students with questions or concerns about drug and alcohol abuse should contact a school official immediately.

PROCEDURES REGARDING SEXUAL ASSAULT/RAPE; STALKING; AND DOMESTIC/DATING VIOLENCE

Should any of the offenses identified above occur the procedure is the same as reporting other crimes occurring on campus. Students are encouraged to file a report with both campus security and law enforcement immediately. Aviator College of Aeronautical Science & Technology designated staff will assist in filing such reports at the student's request. The St Lucie Sexual Assault Assistance Hotline in Fort Pierce can be reached at: 1-866-828-7373 (% State Attorney, 19th Judicial Circuit, 411 S 2nd Street Fort Pierce, FL 34950-1594).

Victims of sexual assault/rape, stalking; and domestic/dating violence should follow these recommended steps as applicable. All evidence should be preserved in the event of a sexual assault/rape; clothes kept, the area of the offense unaltered and the victim should not wash, bathe or clean before notifying police. Contact the police immediately by dialing 911. Do not destroy any of the clothing worn at the time of the attack. Go to a hospital emergency room for medical care. Make sure evaluations are made related to the risk of pregnancy and sexually transmitted disease. A medical examination is the only way to ensure injuries are properly evaluated and could provide valuable evidence toward prosecution of the offender. The victim should have someone with them to provide emotional support. It is the student's option to notify the appropriate law enforcement authorities, including on-campus authorities and local police.

In the case of an alleged offense, if requested by the victim, Aviator College of Aeronautical Science & Technology will make reasonable arrangements to change a student's academic and living situation, transportation and college working conditions, if applicable. Following such a request the college will offer alternate and separate transportation and classes to the parties involved; as well as separate living arrangements at the college's two housing locations. An offender may be turned over to law enforcement officials when appropriate, although some cases may be handled internally. In such circumstances, students accused of offenses would be subject to investigation by officials of the College; be given the opportunity to make a written statement in their defense and may then be subject to disciplinary actions up to and including suspension or termination from the college. In the case of an investigation handled internally by the college, during the disciplinary hearing both parties have the

right to have the each other in attendance and clear and convincing evidence shall be the standard of proof in the proceeding. Both the accused and the accuser will be informed of the outcome of any institutional disciplinary proceeding alleging a sex offense.

DISCIPLINARY ACTION AND SANCTIONS

On-campus disciplinary procedures against students will be conducted in accordance with Aviator College of Aeronautical Science & Technology published Student Conduct Policy. Both the accuser and the accused are entitled to have others present during a disciplinary proceeding wherein clear and convincing evidence or in some instances preponderance of the evidence may be the standard of proof. Both will be informed of the outcome of any campus disciplinary proceeding. For this purpose, the outcome of a disciplinary proceeding means only Aviator College of Aeronautical Science & Technology's final determination with respect to the alleged sexual offense and any sanction that is imposed against the accused. Sanctions which may be imposed following a final determination in a disciplinary proceeding regarding rape, acquaintance rape, or other forcible or non-forcible sex offenses and those identified in the preceding paragraph, may include warning, probation, suspension or dismissal.

CRIME STATISTICS

The following statistics are provided for your information in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. Aviator College of Aeronautical Science & Technology prepares the crime statistics annually by gathering all reported crime and fire data and preparing a report for its employees and students. These statistics include College sponsored housing facilities. Set forth are statistics available to Aviator College of Aeronautical Science & Technology concerning the occurrence on the campus of criminal offenses in the categories reported to campus official or local police agencies for the years 2013, 2014 and 2015 at 4220 Aviator Way including on campus student housing.

The following statistics are provided for your information. In the first box are statistics available to Aviator College of Aeronautical Science & Technology concerning occurrences on the campus which were reported to the St. Lucie County Sheriff's Department. The second box below sets forth available statistics concerning the number of criminal offenses in relation to hate crimes on the campus, in College sponsored housing, and public property. The third set reflects the number of arrests and "referrals for campus disciplinary action" for liquor law violations, drug law violations, and illegal weapons possession violations. Victims or witnesses may report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

The following statistics show the total criminal offences, hate crimes and arrests/referrals for campus disciplinary action that occurred on the Institute's campus, non-campus building and property and public property.

Crime Statistics *The following statistics are provided for your information in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Set forth below are statistics available to the College concerning the occurrence of criminal offenses in the listed categories which were reported to campus officials or/and the local police agency.*

Arrests/Persons Referred For Campus Disciplinary Action

	Calendar Year								
	2013			2014			2015		
	On Campus	Non-Campus building & property*	Public Property**	On Campus	Non-Campus building & property*	Public Property**	On Campus	Non-Campus building & property*	Public Property**
Liquor Law Violations									
Arrests	0	0	0	0	0	0	0	0	0
Disciplinary Action	0	0	0	0	0	0	0	0	0
Drug Abuse Violations									
Arrests	0	0	0	0	0	0	0	0	0
Disciplinary Action									
Weapons Possessions									
Arrests	0	0	0	0	0	0	0	0	0
Disciplinary Action									
<u>Totals</u>	0	0	0	0	0	0	0	0	0

* Includes school housing

****Aviator College of Aeronautical Science & Technology will not release information other than the specific buildings occupied by Aviator College of Aeronautical Science & Technology.**