



---

## Annual Security / Fire Report - 2013

Access Careers campus is located in office building which provide public access to other tenant businesses and their visitors. The building management provided secured keypad lock door for the entrance of the building. Parking lots are lit at night, as are building entrances. The normal exercise of personal awareness of surroundings of any public area is recommended while on campus during daylight and evening hours.

Police, fire, or medical emergencies can be reported by dialing 911 from any telephone on campus. Students, faculty, and staff are also informed that non-emergency calls for service can be made by calling the appropriate non-emergency contact number.

Access Careers requires that all criminal activity be reported to its administration and, in most instances, to the local police agency. In the event that any student, faculty, or staff witnesses or becomes a victim of criminal activity on the campus of Access Careers, the student, faculty, or staff member must immediately notify the school's administration and a written report must be filed with the office of the school president by the end of the next business day. Responsibility for filing the written report lies with the person or persons in charge of the premises or the function involved. The president or his designee will report the criminal activity to the appropriate police agency in such cases as the victim desires but who has not yet filed a report.

In consultation with other appropriate administrative personnel, the president will determine any next steps necessary in investigating the criminal activity and any steps toward disciplinary action warranted against any employee or student of the school. The president or his designee will also issue a formal report to all appropriate persons involved. With incidents of criminal activity where internal disciplinary action is taken against the offender, Access Careers reserves the right to disclose to the alleged victims the result of such disciplinary action. Such action will be taken at the president's discretion.

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

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

---

**Crime Statistics:**

<b>Crime Statistics 2013</b>	<b>On Campus</b>	<b>Non-Campus</b>
Murder/Non-Negligent Manslaughter	0	0
Negligent Manslaughter	0	0
Robbery	0	0
Aggravated Assault	0	0
Motor Vehicle Theft	0	0
Arson	0	0
Burglary	0	0
Sex Offenses, Forcible	0	0
Sex Offenses, Non-Forcible	0	0
Liquor Law Arrests	0	0
Liquor Law Violation Arrests	0	0
Liquor Law Violation Referrals	0	0
Drug Abuse Violations Arrests	0	0
Drug Abuse Violations Referrals	0	0
Weapons: Carrying/Possessing/Etc. Arrests	0	0
Weapons: Carrying/Possessing/Etc. Referrals	0	0
Domestic Violence	0	0
Dating Violence	0	0
Stalking	0	0

**Fire Report Statistics:**

2013 Fire Report Statistics – Access Careers					
Date of Occurrence	No of Fires	No of Person Injured	No of Deaths	Total Value of Property Damage	Reported cause of Fire
None	None	None	None	None	None

**Help with Sexual Assault, Hate Crimes, and Domestic Violence**

If you wish to seek resources off-campus, the following list will help you find resources in your community.

The National Center for Victims of Crime – 800.FYI.CALL

National Organization for Victim Assistance – 202.232.6682

U.S. Department of Justice, Office for Victims of Crime – 202.307.5983

National Domestic Violence Hotline – 800.799.SAFE