

OVERVIEW

American Career College (ACC) is committed to providing a reasonable level of security for its students, employees and visitors. The following report provides information regarding campus security policies and procedures for all students and employees of American Career College.

The American Career College Annual Security Report is published each year to provide you with information on safety and security-related services offered by the college in compliance with the Jeanne Clery Act, the Higher Education Opportunity Act of 2008 and the California Education Code – Section 67380-67385.7 Chapter 16 – Student Safety.

This document is prepared under direction of the Director of Safety and Security with information provided by respective municipal police agencies with jurisdiction for each campus, Campus Executive Directors, Directors of Student Affairs, Clinical Coordinators, Student Resource Center staff, Directors of Student Success and contracted security partners. It summarizes campus programs, policies, and procedures designed to enhance your personal safety while you work or study at American Career College.

Each year, an e-mail notification, regarding the completion of this report, is made to all enrolled students providing the website to access this report. Faculty and associates receive a similar notification via their email. Copies of the report are available at the front desk reception at each campus building.

PROCEDURES FOR REPORTING CRIMES

American Career College requests and encourages students, faculty and associates who witness or personally experience crime while on American Career College campuses to report their observations or experience to Campus Security Agents or the Global Security Operations Center (GSOC) at 855.955.9911. American Career College has contracted with Gavin De Becker and Associates (GDBA) and American Guard Services (AGS) to provide a safe campus environment and also respond to emergencies on campus. In the case of an emergency, students, faculty and associates are encouraged to dial 9-1-1. American Career College is required to report all criminal activity occurring on campus, at non-campus facilities, property owned or controlled by American Career College, and on public property within, or immediately adjacent to, and accessible from, each campus. Witnesses or victims of crimes may confidentially report crimes via the following website:

<http://americancareercollege.edu/general/safety-security.html>

American Career College will respond to each report in an appropriate manner and consistent with state and federal laws and rules. Prompt reporting will assure timely warning notices on-campus and timely disclosure of crime statistics.

Timely Warning Notices

In the event a crime is reported or a situation arises, either on or off campus, that in the judgment of the Director of Safety and Security, constitutes an ongoing or continuing threat, a campus wide “timely warning” notice will be issued. The warning will be issued to faculty and associates through the college email system. Bulletins will also be placed at entry points to affected campus facilities.

Depending on the circumstances of the crime, and in particular, situations that pose an immediate threat to the community, the Director of Safety and Security may choose to use the Campus Alert System and/or place information on the ACC web site to provide the campus community with more immediate notification. Information may be posted on the following website:

<http://americancareercollege.edu/general/safety-security.html>

In such instances, a copy of the notice may also be posted at each entry door at affected campuses. Anyone with information warranting a timely warning should report the circumstances to the GSOC by phone at 855.955.9911 or in person at the front receptionist desk.

Campus Security Authorities

American Career College policy designates the following individuals and organizations within the college as Campus Security Authorities in accordance with the guidelines set forth by the “Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act” and subsequent rules. As a Campus Security Authority, these enumerated individuals receive online training annually. If they become aware of a crime involving American Career College or a member of the community, they must report it within five business days using the Safety and Security Online Form located at:

<http://americancareercollege.edu/general/safety-security.html>

American Career College Designated Campus Security Authorities
All Contracted Security Agents at ACC
Executive Director/Campus Director
Director of Student Affairs
Director of Student Services
Director of Education
Student Resource Center Staff
Clinical Coordinators

Because of the negotiated rulemaking process which followed the signing into law, the 1998 amendments to 20 U.S.C. Section 1092 (f), clarification was given to those considered to be campus security authorities. Campus “Pastoral Counselors” and Campus “Professional Counselors”, when acting as such, are not considered a campus security authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics. American Career College informs persons being counseled of crime reporting procedures and encourages them to report crimes on a voluntary basis for inclusion into annual crime statistics.

Counselors are defined as:

Pastoral Counselor – An employee of an institution, who is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.

Professional Counselor – An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution’s community, and the professional counselor is functioning within the scope of his or her license or certification.

Daily Crime Log

Criminal incidents, or alleged criminal incidents reported to GSOC are recorded in the daily crime log and available upon request from the front desk associate on each campus. The Director of Safety and Security, or designee, maintains the crime log through an electronic reporting system. The crime log contains a record of all crimes reported that occurred on campus, at non-campus facilities and property owned or controlled by ACC and on public property within, or immediately adjacent to, and accessible from the campus.

Information will be withheld from the Daily Crime Log if there is clear and convincing evidence that release of the information would jeopardize an ongoing criminal investigation, the safety of an individual, cause a suspect to flee or evade capture, or result in the destruction of evidence. Only the information necessary to avoid potential adverse

effects will be withheld. The information withheld will be released once the adverse effect previously described is no longer likely to occur. The crime log includes the nature (classification), case number, date, time reported, and date and time the crime occurred or allegedly occurred.

The crime log also contains the general location of the reported crime and disposition of the crime, if known. Only a law enforcement agency can make the determination that a reported crime did not occur. In such situations, the disposition would be noted as “unfounded.” An entry, an addition to an entry, or change in the disposition of a complaint must be recorded within two business days of the incident reported or the information provided to the campus security department. The most recent 60-day period of the crime log is available via the Campus Safety and Security website. Information prior to the 60-day period is available within two business days of a request for inspection of the daily log.

CAMPUS POLICY STATEMENTS

The statements and descriptions of select American Career College policies accurately reflect current procedures and practices in place when the Annual Security Report was created. If changes should occur, electronic versions of the report would be updated within two business days followed by a notice to students, faculty, and associates.

Access, Security and Maintenance of Campus Facilities

Campus administrators are responsible for determining access rights and hours. In general, the building and parking areas are secured after the last class in the building ends, although some administrative offices are secured after normal business hours. Physical security of the building is the responsibility of the Safety and Security Director through contracted security partners as well as utilization of security technology (electronic access control systems, alarm systems, and where appropriate, CCTV systems). Facilities and landscaping are maintained in a manner that minimizes unsafe conditions. Contracted security partners and Building Engineers regularly evaluate campus buildings and grounds, and report malfunctioning lights and other unsafe physical conditions to the appropriate department for correction.

The Director of Safety and Security conducts an annual Campus Safety Walk. Students, associates, faculty, members of Facilities, and the Campus Director are invited to participate. These tours assess pedestrian travel routes around the campus and identify areas where additional lighting or physical improvements may enhance the overall safety and security of the area. Members of the ACC community are encouraged to report potentially unsafe or hazardous conditions to the GSOC at any time by calling 855.955.9911 or online at:

<http://americancareercollege.edu/general/safety-security.html>

Residence Halls

American Career College does not maintain residential facilities on campuses. In addition, American Career College does not officially recognize off-campus student organizations, student residential living Co-Ops, or group living housing.

Clinical and Externship Sites

Students assigned to Clinical Sites or Externship Sites are provided with the host site’s safety management plan and phone numbers to call in case of emergency or concern.

Campus Security

ACC employs two contracted security companies, Gavin De Becker and Associates (GDBA) (PPO#) and American Guard Services (AGS) (PPO#12969), which operate under the Business and Profession Code and regulated by the Bureau of Security and Investigative Services, BSIS. All crime occurrences on campus, at non-campus facilities and/or property owned by ACC, and on public property within or immediately adjacent to and accessible from the campus that is reported to a campus security official, is immediately reported to the appropriate law enforcement agency. All crimes committed by a student, faculty or associate can result in immediate dismissal from ACC. All contracted security agents

complete a course of training which includes an eight-hour session in exercising the power of arrest prior to assignment to a campus. The training covers the following topics:

- (1) Responsibilities and ethics in citizen arrest.
- (2) Relationship between a security guard and a peace officer in making an arrest
- (3) Limitations on security guard power to arrest
- (4) Restrictions on searches and seizures
- (5) Criminal and civil liabilities
 - (a) Personal liability
 - (b) Employer liability
- (6) Trespass law
- (7) Ethics and communications
- (8) Emergency situation response, including response to medical emergencies

Contracted security agents also receive training regarding their duties and responsibilities as Campus Security Authorities as defined by the Clery Act. Contracted security agents maintain a working relationship with municipal police agencies responsible for policing the campus and areas surrounding the campus. The Safety and Security department hosts routine meetings with contracted security partner leadership to ensure open lines of communication and information exchange occurs to promote safety and security in the community. There are no written agreements or memorandums of understanding between ACC, Los Angeles Police Department (LAPD), Ontario Police Department (OPD), Anaheim Police Department (APD) or municipal police agencies.

Campus Crime Prevention

During student orientation sessions and new employee orientation sessions, students, faculty, and associates are informed of services offered by ACC. Crime Prevention Programs and Sexual Assault Prevention Programs are developed and presented on a continuous basis. Periodically, the Safety and Security department, in coordination with campus Executive Directors, will present crime prevention awareness sessions on a variety of timely topics specific to the campus or surrounding community. The common theme of all awareness and crime prevention programs is to encourage students, faculty and associates to be aware of their shared responsibility with the college for their own security and the security of others. In addition to seminars, Crime Prevention information is disseminated to students, faculty and associates through crime prevention awareness posters, security alert posters, displays, social media outlets, and potentially apps for web and smartphone devices.

When time is of the essence, information is released to the college community through security alerts posted prominently throughout campus, e-mails, and Campus Alert, the college's mass notification system. Crime Prevention Programs on personal safety and theft prevention will be collaboratively sponsored by the Director of Safety and Security, Directors of Student Affairs and Directors of Student Success.

Drug and Alcohol Abuse Policy

ACC maintains a zero tolerance policy with regard to possession, use, and sale of alcoholic beverages on campus. ACC strictly enforces state underage drinking laws and maintains a zero tolerance policy with regard to possession, use, and sale of illegal drugs on campus.

ACC associates and faculty are provided with drug and alcohol-abuse information in the employee handbook during orientation while students are provided with drug and alcohol-abuse information in their student packets upon enrollment. This information is updated annually or as circumstances dictate. ACC refers all persons identified in need of drug and or alcohol abuse counseling to a confidential referral program. For more information, students should contact the Director of Student Services. ACC associates and faculty should contact the Human Resources Department.

Assault Policy

ACC 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 the college 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, ACC will provide the results of the disciplinary hearing to the victim's next of kin, if so requested.

Policy on Weapons on Campus

ACC is committed to maintaining a safe and secure environment that supports the academic mission of the ACC. According to California Penal Code §626.9 and §626.10, as well as California Code of Regulations §100015, individuals are prohibited from possessing various weapons, including firearms, explosives, instruments that expel metal projectiles, such as a bb or pellet, specified knives and/or any item that may be construed as such, on the premises of ACC or in any building under its control. Exceptions include law enforcement personnel, honorably retired peace officers or a member of the military forces of this state or the United States who is engaged in the performance of their duties.

Individuals are encouraged to immediately report weapons violations to the GSOC by dialing 855.955.9911. It is important to provide a description and location of the individual carrying the weapon. Contracted security partners have and will continue to investigate any threat to the safety of ACC students and staff.

ACC policy also prohibits individuals from possession, use, manufacturing, distributing, sales, etc. of any firearms, weapons or explosives. Additionally, anyone found in violation of ACC's policies shall be subject to disciplinary policies and procedures applicable to students, academic and staff personnel, and/or criminal prosecution by the appropriate jurisdiction.

Policy Statement Addressing Preventing and Responding to Sex Offenses

ACC prohibits domestic violence, dating violence, sexual assault and stalking. ACC maintains a zero tolerance policy for the above offenses.

ACC is an advocate for Bystander Intervention. Below is an outline of safe and positive bystander intervention that may be carried out by an individual to prevent harm or intervene when there is a risk of domestic violence, dating violence, sexual assault or stalking against a person other than themselves.

While some forms of sexual violence may not be illegal, such as sexist jokes, catcalling, or vulgar gestures, this does not make them any less threatening or harmful to the victimized person. These behaviors contribute to a culture that accepts sexual violence. Bystanders can speak up when they witness these actions to foster healthy sexuality and safer communities. Many opportunities exist in daily life where society can prevent behaviors that promote sexual violence.

Engaged Bystander

An engaged bystander is someone who intervenes before, during, or after a situation when they see or hear behaviors that promote sexual violence. It is common for people to witness situations where someone makes an inappropriate sexual comment or innuendo, tells a rape joke, or touches someone in a sexual manner. Bystanders might also witness other forms of sexual violence. Bystanders who witness the behavior or hear the comment can intervene in a way that will help create a safer environment. Research has shown that bystander programs can produce positive results by increasing participants' knowledge of sexual violence, decreasing participants' acceptance of rape myths, and increasing

the likelihood that they will intervene. Engaged bystanders help create healthy communities and help others build safe and respectful environments by discouraging victim blaming, changing social norms that accept sexual violence, and shifting the responsibility to prevent sexual violence to all community members.

When and How to Intervene

Every situation is different and there is no universal response when intervening to prevent sexual violence. Safety is key in deciding when and how to respond to sexual violence. Every person must decide for themselves the safest and most meaningful way to become an engaged bystander. The following are ideas on how one can maintain safety while being an engaged bystander:

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

When Alcohol is Involved

Unfortunately, bystanders are less likely to intervene when alcohol is involved, particularly when both the victim and offender have been drinking. People tend to place the responsibility on the female for her behavior. However, alcohol is never a cause of rape or an excuse for committing a crime; consent cannot be obtained when someone is incapacitated due to alcohol or other substances.

Role of Social Media

During and after acts of sexual violence, social media and online anonymous websites could provide venues for harmful comments and abusive behavior toward others. This might include threatening the distribution of photos or videos of the assault. Responsible bystanders play a powerful role in showing support for survivors, challenging disrespectful comments, and changing the culture to end violence.

Checklist for Bystanders

- Is there a problem? Does someone need help?
- Is it safe to intervene? What are my options?
- What should I do? Should I call on others to help?

Bystander Intervention Examples

1. At school: A group starts making sexual gestures and comments to another student. The student tries to ignore the comments, but becomes upset. An engaged bystander could tell the group to stop harassing the student, or ask the student if they want to leave and tell an instructor, Staff member, Security or Dean.

2. At a party: A friend starts flirting with someone. The other person is not interested, but the friend will not leave them alone. An engaged bystander could go up to the friend and start a conversation to distract them from the uninterested person.

3. At work: Someone overhears a female supervisor say that she wishes her boyfriend had a butt like one of her male employees. An engaged bystander could talk with the supervisor directly or report the incident based on the workplace's sexual harassment policy.

4. Online: There are comments posted in regard to a story about a sexual assault that imply that the person deserved to get raped because of how they were dressed and how much they had to drink. An engaged bystander could respond to the comments by posting that it is never the survivor's fault if he or she is sexually assaulted, and that the responsibility lies with the person who chose to commit sexual violence.

Risk Reduction

While learning about risk reduction strategies can be a helpful first step in understanding the context of violence, it is never meant to attribute blame to victims for not having recognized signs of abuse. The perpetrator of abuse and violence is always the one responsible and should never be excused due to a victim's behavior, decisions or judgments. Offering risk reduction information is meant to provide an educational foundation for recognizing signs of abuse, not just for those who may be at risk of experiencing it, but to help our community understand, recognize and acknowledge the behaviors as harmful.

Signs of Stalking

Stalking occurs when a person repeatedly watches, follows or harasses you, making you feel afraid, unsafe or uncomfortable. It is intentional and often uncontrolled. A stalker can be someone you know, a past boyfriend or girlfriend or a stranger. Here are some examples of what a stalker may do:

- Send you unwanted text messages, letters, emails and voicemails, often repeatedly and numerous
- Show up at your residence or place of work unannounced or uninvited
- Follow you with or without your knowledge
- Leave items like gifts or flowers that could seem romantic or non-threatening but are unwanted
- Constantly call and hang up
- Use social networking sites and technology to track you or repeatedly try to engage you
- Spread rumors about you via the internet or word of mouth
- Call your employer or instructor
- Wait at places you hang out or outside your classroom or residence
- Try to get information about you through others, i.e. looking at your Facebook page through someone else's page or befriending your friends in order to get more information about you.
- Damage your home, car or other property.

This list is not inclusive of all behaviors of stalking. However, if you think you or someone you know is being stalked on or off campus, call the GSOC at 855.955.9911 or seek resources and support to help.

Examples of Domestic/Intimate Partner/Dating Violence

Domestic/Intimate partner/Dating violence can happen to anyone. It can happen to partners who are married, living together, or dating. It affects people of all socioeconomic backgrounds and education levels. Domestic/Intimate partner/Dating violence not only affects those abused, but also has an impact on family members, friends, co-workers, other witnesses, and the community at large.

Domestic/Intimate Partner/Dating Violence encompasses physical, psychological, sexual, economic, and emotional harm by a current or former partner or spouse. This type of violence can occur among straight or same-sex couples and falls in this category even if there is no sexual intimacy. Women ages 16 to 24 are three times more likely to experience intimate partner violence than women of other age groups. The goal is to stop the violence before it begins but often

individuals are uncertain if experiences are considered abusive, particularly when there has been an ongoing relationship.

The list below provides some examples of behaviors that demonstrate abuse in a relationship or could lead to abuse:

- A partner acts extremely jealous when you talk to others
- A partner calls you names and puts you down
- A partner is always checking up on you, calling or texting, and has to know where you are and who you are with at all times
- A partner isolates you from your friends and family by demanding your time, or threatening you when you try to spend time with others
- A partner gets too serious about the relationship too fast and feels possessive
- A partner is abusive and loses their temper but always excuses themselves or doesn't accept responsibility for their actions
- A partner tries to control you by making all the decisions, tell you what you should and should not do
- A partner demands sexual intimacy when you are not willing or interested
- A partner threatens violence
- A partner physically, verbally or sexually assaults you

In response, often you:

- Give up things that are important to you
- Cancel plans with friends to appease the other person
- Become isolated from family or friends
- Worry about making your partner angry
- Find others ask you about signs of physical abuse, fear or intimidation or if you are ok
- Feel embarrassed or ashamed about what is going on your relationship
- Make excuses for your partner's behavior

If you think you have experienced some of these behaviors in your relationship, or know someone who is, contact a Campus Security Authority. Please see the below resources for further information.

Resources

The Gift of Fear and Other Survival Signals that Protect Us from Violence – Gavin De Becker

Although there are no proven strategies for “preventing” sexual assault or rape, several risk-reduction strategies are recommended. The following information is provided by RAINN, the nation's largest anti-sexual violence organization (click to follow link):

- [Avoiding dangerous situations and safety planning](#)
- [In a social situation](#)
- [If someone is pressuring you](#)
- [What men can do](#)
- [Protecting children from sexual assault](#)

VAWA Crime Definitions

Consent

Positive cooperation in an act or attitude pursuant to an exercise of free will. The person must act freely and voluntarily and have knowledge of the nature of the act or transaction involved. A current or previous dating or marital relationship shall not be sufficient to constitute consent. A person who initially consents and participates in the act of has the right to withdraw that consent. To be effective as a withdrawal of consent, the person must inform the other person by words or conduct that consent no longer exists, and the other person must stop. The words or conduct must be sufficient to cause a reasonable person to be aware that consent has been withdrawn. If the other person knows or reasonably should know that consent has been withdrawn, forcibly continuing the act despite the objection is against the will and without the consent of the person.

Dating Violence

The term “dating violence” means violence committed by a person—

(A) Who is or has been in a social relationship of a romantic or intimate nature with the victim; and

(B) Where the existence of such a relationship shall be determined based on a consideration of the following factors:

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

Domestic Violence

The term “domestic violence” includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction.

Stalking

The term “stalking” means engaging in a course of conduct directed at a specific person that would cause a reasonable person to—

(A) Fear for his or her safety or the safety of others; or

(B) Suffer substantial emotional distress.

Sexual Assault

Offense classified as a forcible or non-forcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation.

Sexual Harassment

Sexual harassment is unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature, when submission to or rejection of this conduct explicitly or implicitly affects a person’s employment or education, unreasonably interferes with a person’s work or educational performance, or creates an intimidating, hostile or offensive working or learning environment. In the interest of preventing sexual harassment, the university will respond to reports of any such conduct.

ACC educates the student community about sexual assaults and date rape through mandatory orientations each fall. Literature on date rape education, risk reduction, and ACC response is available through the Executive Director of the school.

If you are a victim of a sexual assault at this institution, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. ACC strongly advocates that a victim of sexual assault report the

incident in a timely manner. Time is a critical factor for evidence collection and preservation. An assault should be reported directly to a Campus Security Authority. Filing a report with a contracted security agent (855. 955.9911) will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from security agents or school officials. Filing a police report will:

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

The victim of a sexual assault may choose for the investigation to be pursued through the criminal justice system and the ACC Disciplinary Review Board, or only the latter. An ACC representative can guide the victim through the available options and support the victim in his or her decision. Various counseling options are available upon request to the Executive Director. Counseling and support services outside ACC can be obtained through the National Sexual Assault Hotline - 1.800.656.HOPE

ACC disciplinary proceedings, as well as special guidelines for cases involving sexual misconduct, are detailed in the Student Handbook. The Handbook provides, in part, that the accused and the victim will each be allowed to choose one person who has had no formal legal training to accompany them throughout the hearing. Both the victim and accused will be informed of the outcome of the hearing. ACC has a zero tolerance policy for sexual assaults which means a student found guilty of violating ACC sexual misconduct policy could be criminally prosecuted in the state courts and will be dismissed from ACC for a first offense.

Student victims have the option to change their academic situations after an alleged sexual assault, if such changes are reasonably available.

ACC students and staff may obtain information concerning registered sex offenders at <http://www.meganslaw.ca.gov/> There are several free “Apps” available to smartphone users that can provide information regarding registered sex offenders around the campus and where the student, faculty or associate lives.

Emergency Response and Evacuation Procedures

The Higher Education Opportunity Act (Public Law 110-315) was enacted on August 14, 2008, and reauthorizes the Higher Education Act of 1965 as amended under Title IV. Federal law requires all colleges and universities to have a notification and warning plan in place to alert the campus community of emergencies. This policy establishes the mass notification system at American Career College, commonly referred to as Campus Alerts. The primary objective of Campus Alerts is to provide timely warning to students, faculty, and associates at American Career College upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of the American Career College community.

American Career College will immediately, taking into account safety of the community, determine notification content and initiate Campus Alerts, unless the notification will, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

Contracted security agents are the designated first responders to all emergencies at American Career College.

Contracted security agents will immediately consult with both the Executive/Campus Director of the affected campus and the Director of Safety and Security to determine whether an emergency poses an imminent threat or danger to the American Career College community. The determination will proceed through a chain of command process and be ultimately confirmed by the Director of Safety and Security or designee.

Campus Alert Activation Procedures

- The Campus Alert emergency notification system will be initiated once the Director of Safety and Security or designee determines an emergency poses an imminent threat or danger to the American Career College community. The Director of Safety and Security can initiate Campus Alerts for single or multiple campuses and the appropriate group i.e. faculty, associates or students.
- The Campus Alerts system provides a tool to communicate to subscribed students, faculty and associates through a variety of registered devices and email addresses. This includes the capability of phone calls and text messages to subscribed devices.

Campus Alert Message Content

American Career College will determine the content of all Campus Alerts messages based upon the nature, severity, and duration of each emergency. The Campus Alerts system contains pre-approved and pre-written templates that are available for immediate use when activating the system.

Campus Alert Testing Procedures

- The Campus Alert notification system is tested quarterly and involves sending a text message to every subscriber and every registered device. The message is initiated using Campus Alert procedures and the tests are documented.
- At least once a year, ACC will conduct an announced test designed to assess the emergency plans and capabilities of the campus, provide feedback to judge capabilities and limitations of the emergency plan and include at minimum drills, exercises, and follow through activities. The annual test is designed and implemented to meet Clery regulations and intended to keep the faculty, associates and students informed about threats to their safety and health in a manner that allows them to protect themselves.

Crisis Communication to the American Career College Community

In addition to Campus Alerts, American Career College has worked to identify additional communication tools to deliver larger and more complex emergency messages to the American Career College community. The Public Relations Director will serve as the primary news source during all emergencies at American Career College. The Public Relations Director has several communication tools readily available and will develop more in the future to deliver detailed and complex emergency information.

Existing and developing tools include:

- American Career College Homepage
- Banner at top of websites across the colleges updated with emergency information
- Emergency Blog
- Email
- Social media, including Twitter, Facebook and Google Plus.

This emergency notification requirement does not replace the timely warning requirement. They differ in that the Timely Warning applies only to Clery reportable crimes, while the mass notification requirement addresses a much wider range of threats (i.e., gas leaks, tornadoes, contagious viruses, etc.).

An institution that follows its emergency notification procedures is not required to issue a timely warning based on the same circumstances, but must provide adequate follow up information to the community as needed.

CRIME DISCLOSURES AND STATISTICS

Crime Disclosures

This report contains the disclosure of crime occurrences for the three most recent calendar years. The most recent report, dated October 1, 2014, contains crime occurrences from 2011, 2012, 2013 and includes the number of crime occurrences in the following categories:

- a. Murder/Non-Negligent Manslaughter
- b. Negligent Manslaughter
- c. Sex Offenses, Forcible
- d. Sex Offenses, Non-Forcible
- e. Domestic Violence
- f. Dating Violence
- g. Stalking
- h. Robbery
- i. Aggravated assault;
- j. Burglary
- k. Motor vehicle theft
- l. Arson
- m. Hate crimes, including simple assault, larceny-theft, intimidation, destruction/damage vandalism of property
- n. Separately by category of prejudice, each crime listed above and any crime involving bodily injury reported to the local police agencies or to a campus security authority that shows evidence of prejudice based on race, gender, religion, sexual orientation, ethnicity, national origin, gender identity, or disability
- o. Arrests for violations of liquor and drug law violations, and illegal weapons possession; and
- p. Persons not arrested but referred for campus disciplinary action for liquor, drug, and weapons law violations.

Crime Statistics

Although improvements to safety and security are evaluated, modified, and/or changed to adjust to changing criminal behavior, crime can periodically increase. Students, faculty, and associates are reminded that crime reduction is a shared responsibility. Crime Prevention measures taken by faculty, students and associates can significantly reduce criminal activity. Students, faculty, and associates are reminded to be alert, report suspicious persons and avoid behavior such as leaving property unattended or leaving valuables in plain sight in parked vehicles. Always feel comfortable knowing that the college will follow through on all reported incidents.

CLERY CRIME STATISTICS
ACC – Orange County
2411 & 2461 W. La Palma Ave, Anaheim, CA 92801
1200 N. Magnolia Ave, Anaheim, CA 92801

Offense	Year	On-Campus Property	Student Housing Facilities	Non-Campus Property	Public Property
MURDER / NON-NEGLIGENT MANSLUGHTER	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
NEGLIGENT MANSLUGHTER	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
SEX OFFENSES, FORCIBLE	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
SEX OFFENSES, NON-FORCIBLE	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
DOMESTIC VIOLENCE	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
DATING VIOLENCE	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
STALKING	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
ROBBERY	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
AGGRAVATED ASSAULT	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
BURGLARY	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
MOTOR VEHICLE THEFT	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
ARSON	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
ARRESTS: WEAPONS, CARRYING, POSSESSING, ETC.	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
ARRESTS: DRUG ABUSE VIOLATIONS	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
ARRESTS: LIQUOR LAW VIOLATIONS	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0

CLERY CRIME STATISTICS					
ACC – Long Beach					
230 & 236 E. 3 rd St., Long Beach, CA 90802					
Offense	Year	On-Campus Property	Student Housing Facilities	Non-Campus Property	Public Property
MURDER / NON-NEGLIGENT MANSLUGHTER	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
NEGLIGENT MANSLUGHTER	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
SEX OFFENSES, FORCIBLE	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
SEX OFFENSES, NON-FORCIBLE	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
DOMESTIC VIOLENCE	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
DATING VIOLENCE	2013	0	N/A	1	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
STALKING	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
ROBBERY	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
AGGRAVATED ASSAULT	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
BURGLARY	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
MOTOR VEHICLE THEFT	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
ARSON	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
ARRESTS: WEAPONS, CARRYING, POSSESSING, ETC.	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
ARRESTS: DRUG ABUSE VIOLATIONS	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
ARRESTS: LIQUOR LAW VIOLATIONS	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0

CLERY CRIME STATISTICS					
ACC – Los Angeles					
4021 Rosewood Ave, Los Angeles, CA 90004					
Offense	Year	On-Campus Property	Student Housing Facilities	Non-Campus Property	Public Property
MURDER / NON-NEGLIGENT MANSLUGHTER	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
NEGLIGENT MANSLUGHTER	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
SEX OFFENSES, FORCIBLE	2013	0	N/A	1	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
SEX OFFENSES, NON-FORCIBLE	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
DOMESTIC VIOLENCE	2013	1	N/A	1	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
DATING VIOLENCE	2013	1	N/A	1	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
STALKING	2013	0	N/A	1	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
ROBBERY	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
AGGRAVATED ASSAULT	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
BURGLARY	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
MOTOR VEHICLE THEFT	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
ARSON	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
ARRESTS: WEAPONS, CARRYING, POSSESSING, ETC.	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
ARRESTS: DRUG ABUSE VIOLATIONS	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
ARRESTS: LIQUOR LAW VIOLATIONS	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0

CLERY CRIME STATISTICS					
ACC – Ontario					
3130 E. Sedona Ct, Ontario, CA 91764					
Offense	Year	On-Campus Property	Student Housing Facilities	Non-Campus Property	Public Property
MURDER / NON-NEGLIGENT MANSLUGHTER	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
NEGLIGENT MANSLUGHTER	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
SEX OFFENSES, FORCIBLE	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
SEX OFFENSES, NON-FORCIBLE	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
DOMESTIC VIOLENCE	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
DATING VIOLENCE	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
STALKING	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
ROBBERY	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
AGGRAVATED ASSAULT	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
BURGLARY	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
MOTOR VEHICLE THEFT	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
ARSON	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
ARRESTS: WEAPONS, CARRYING, POSSESSING, ETC.	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
ARRESTS: DRUG ABUSE VIOLATIONS	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2013	1	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
ARRESTS: LIQUOR LAW VIOLATIONS	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0

CLERY CRIME STATISTICS					
ACC – St. Francis					
3680 E. Imperial Highway, Lynwood, CA 90262					
Offense	Year	On-Campus Property	Student Housing Facilities	Non-Campus Property	Public Property
MURDER / NON-NEGLIGENT MANSLUGHTER	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
NEGLIGENT MANSLUGHTER	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
SEX OFFENSES, FORCIBLE	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
SEX OFFENSES, NON-FORCIBLE	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
DOMESTIC VIOLENCE	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
DATING VIOLENCE	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
STALKING	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
ROBBERY	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
AGGRAVATED ASSAULT	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
BURGLARY	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
MOTOR VEHICLE THEFT	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
ARSON	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
ARRESTS: WEAPONS, CARRYING, POSSESSING, ETC.	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
ARRESTS: DRUG ABUSE VIOLATIONS	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0
ARRESTS: LIQUOR LAW VIOLATIONS	2013	0	N/A	0	0
	2012	0	N/A	0	0
	2011	0	N/A	0	0