Annual Security Report

NAU-Costa Rica
San Jose, Costa Rica
Fidélitas Universidad Campus
PROCEDURES FOR STUDENTS TO REPORT CRIMINAL ACTIONS OR OTHER EMERGENCIES OCCURRING ON CAMPUS.

TIMELY WARNING REPORTS TO THE CAMPUS COMMUNITY

In the event that a situation arises either on the NAU-Costa Rica (CR) campus or in its vicinity, that the Resident Director determines threatens the well-being of students, an email will be sent from the Resident Director (RD) to students’ official NAU email address. The RD can also communicate with students by contacting their homestay families, the NAU-CR Facebook group, The NAU-CR Whatsapp group, and by cell phone if students have purchased a cell phone. If appropriate, the Resident Director will also post notices on classroom doors used by NAU students and on the NAU-CR office door.

Anyone with crime-related information that merits a timely warning should contact the Resident Director on his cell-phone in Costa Rica - 8787 6837. This telephone number is a (24) hours emergency number active even when the RD is not physically present in CR. Two other phone numbers can be used for the same purpose: 88466152 & 88702719. If the Resident Director cannot be reached students can contact the NAU Center for International Education (CIE) at U.S. phone number (602) 234-9105.

PREPARING THE ANNUAL SECURITY REPORT

CIE provides information to the Director of Clery Compliance at NAU Police Department (NAU PD) so that they may include said information in the NAU Clery Act report. Criminal activity on the NAU-CR campus is provided to NAU PD once a year. Criminal activity is obtained by the Resident Director by meetings with Fidelitas University campus security and through the ongoing tracking of criminal activity that is brought to the Resident Director’s attention. Additional details, including the disclosure of crime statistics to the NAU campus community, are addressed in the NAU PD Clery Act Report.

TITLES OF PEOPLE TO WHOM CRIMES SHOULD BE REPORTED

If you become a victim of crime:

Report the crime to the OIJ* police, and if you need victim’s assistance, report to the American Citizens Services Section of the U.S. Embassy at 2519-2590 (from the U.S.: 011-506-2519-2590), or by email to: acssanjose@state.gov. If your U.S. passport is stolen, please call 2519-2000 Monday-Friday 8am to 4:30pm to report and replace it. This allows the
Embassy to make the necessary notifications that may help catch criminals, including terrorists, who try to buy or use the passport.

Collate and coordinate with all institutions of response (and the Red Cross, firefighters, law enforcement, traffic police, National Emergency Commission Judicial Investigation) and in addition to the advisory institutions in Domestic Violence (PANI and INAMU man WEM Institute) the country to provide the help you need.

*In Costa Rica, there are several kinds of police. Those in uniform are *La Fuerza Pública*. Their role is crime prevention. OIJ, plain clothes police, are in charge of investigations. We recommend that you file a police report with the OIJ police, as they are the only agency that can take reports and investigate crimes.


Emergencies should be reported to Fidelitas University (FU) Campus Security, local police, or the Resident Director. Non-emergencies should be reported directly to the Resident Director who can facilitate communication between the student or employee and local security and police representatives.

Beyond campus security and local police, crimes should be reported to:

Javier Trejo-Sainz, Costa Rica Resident Director
In Costa Rica
87876837

Angelina Palumbo, Director of Education Abroad (CIE)
(928) 523-6700

NAU Police Department
(928) 523-3611

CIE staff can be contacted outside of work hours through the CIE emergency answering service at U.S. phone number (602) 234-9105.

Confidential crime reporting is addressed in the NAU Flagstaff Mountain Campus ASR. Students and staff at the Costa Rica campus may utilize the NAU on-line anonymous reporting options offered through the NAU Police Department’s web site or through the anonymous sexual assault report.

**SECURITY OF AND ACCESS TO CAMPUS FACILITIES / MAINTENANCE OF CAMPUS FACILITIES.**

The NAU-CR program is hosted on the campus of Fidelitas University (FU), a Costa Rican institution. **FU does not have dormitories and is a relatively**
**small campus with only one main entrance.** Gates are open at 7:30 am and closed at 10:00 pm, Monday through Friday. FU is open Saturday from 7:30 to 5:00 pm and is closed Sunday.

Campus security is the responsibility of two FU groups. One is a group of University employees who are stationed at key spots (campus main entrance, entrance to buildings, parking lots surveillance booth, etc.). The second group is a private security company. Security personnel change periodically, carry firearms, and primarily monitor critical areas where the University keeps large amounts of cash. Security personnel patrol the campus area. After dark security staff focuses on areas that may be more problematic. There are no restrictions to enter the campus while it is open. Security personnel may request an ID in cases of suspicious activity. There are surveillance cameras located on all buildings and at some parking areas.

Public access is restricted to computer labs and technology labs. Some buildings are closed when not in use. Access to labs are granted and supervised by academic staff and/or Information Technology employees.

A FU officer is responsible for reviewing everything related to security policies and activities within the campus. They are also in charge of facilities, maintenance, infrastructure development, etc. The University Board outlines safety and security policies and procedures. They have meetings monthly and when needed.

Crime statistics are not formally recorded on the FU campus although security personnel are aware of the crimes committed on campus and can provide that information. FU very rarely experiences major crimes. The most common problem is the theft of belongings if students do not pay proper attention to them.

**CAMPUS LAW ENFORCEMENT**

University employees and private security personnel (described above) are in charge of campus security. They can ask for students and visitors for identification, report minor concerns to the Office of Student Affairs, and detain a person who is caught committing a crime to turn them in to the local police. Security personnel can’t arrest people as a police officer can - they can only call the police or turn over a suspect to the police. The Office of Student Affairs may turn a case over to the FU Board if disciplinary measures are needed.

FU’s contracted private security company is in direct communication with the local police by radio. They have no authority or responsibility for events outside of the campus. Private security personnel have specific orders to only intervene on matters inside the campus. They have no access to criminal records or information related to crimes committed outside of campus.
FU reports issues to the local police if the issue at hand cannot be resolved using FU disciplinary means. If necessary, the police can enter the campus to conduct an investigation or to arrest someone. Actions by the local police inside the FU campus would not be coordinated with the campus security personnel. **FU does not provide a daily crime log.**

**PROGRAMS TO INFORM STUDENTS/EMPLOYEES ABOUT SECURITY PROCEDURES AND CRIME PREVENTION**

General Pre-departure Orientation – All students attending the NAU-CR program are required to attend a 1.5 hour general pre-departure orientation. Students are told how to stay safe while travelling abroad. Subjects discussed include not drawing attention to one’s self, adopting local customs and behaviors, researching safety considerations when travelling, and how to contact NAU in case of an emergency.

Country-specific Pre-departure Orientation - All students attending the NAU-CR program are required to attend a 1.5 hour country-specific pre-departure orientation. The NAU Center for International Education advisor for Costa Rica and the NAU-CR Resident Director discuss safety concerns specific to Costa Rica and to the San Jose/San Pedro metropolitan area.

During the first day of students’ orientation in Costa Rica, the NAU-CR program informs students about a variety of topics related to the living and traveling in Costa Rica. Security issues discussed include:

- The most common security concerns foreign students face in Costa Rica (pickpocketing, robberies, theft).
- Where pickpocketing and robberies commonly occur.
- Ways to avoid and prevent being the victim of a crime.
- Issues related to gender and Costa Rican cultural. This includes gender based behaviors that may encourage sexual harassment.
- Alcohol and drug abuse.
- Security policies and procedures on the FU campus and outside the campus.
- What to do if students are victims of a crime or witness a crime.
- Emergency contacts and how to get in touch with them.

**BE SMART AND STAY SAFE!**

Although the campus is a safe place, there are certain precautions you can take to help minimize your chances of becoming a victim. The majority of crimes committed on campus are those of opportunity. Follow these safety tips:

- Be aware of your surroundings and walk with a purpose; remove headphones and avoid texting and other distractions.
• Try to avoid isolated areas. It is more difficult to get help if no one is around.
• Trust your instincts! If you feel uneasy about any situation, assert yourself and do something about it.
• Lock your doors and windows; even when you leave for a short period of time and when sleeping; know the people you allow in your home and in your building.
• Always check the interior of your car before entering.
• Keep your vehicle locked at all times. Do not leave personal belongings or valuables in your vehicle.
• Keep your bicycle secured with a high quality U-shaped lock.
• Keep a record of the serial number of valuable property.
• Do not leave your backpack, wallet, purse, books, or laptops unattended even for a minute.
• Report the theft or loss of credit cards, debit cards, checks, driver’s licenses, social security cards, etc. to the police.
• Cancel stolen or lost credit and charge cards immediately! Request new cards with new account numbers.
• Use secure web sites.

**EMERGENCY PREPAREDNESS**

Information on what to do in a variety of emergency situations can be found on the University’s Emergency Information website: [www.nau.edu/ready](http://www.nau.edu/ready). This website provides guidance on a variety of scenarios, as well as access to a number of other resources, plans, and procedures relative to the University’s emergency preparedness.

**EMERGENCY EVACUATION**

Emergency plans and drills are necessary for all facilities to help ensure a safe, effective, and efficient evacuation. Full cooperation in any evacuation is required for the safety of all involved. In the event a full or partial evacuation of campus is required, the University does have a campus-wide evacuation plan that describes the organization, assigns responsibilities, and specifies actions required to conduct the evacuation in a safe and orderly fashion.

**SHELTER IN PLACE/HIDE OUT**

If an incident occurs and the buildings or areas around you become unstable or the air outdoors becomes dangerous due to smoke or toxic or irritating substances, it may be safer to stay indoors rather than be exposed to the danger by attempting to leave. The term “shelter in place” means to stay in the building you are in until you are advised it is safe to come out. If your building is damaged, seek shelter in the nearest University building. When sheltering in place, shut and close all exterior doors and close and lock windows; try to find an interior
room without windows, preferably above ground; turn off all air conditions, heaters, and fans; close vents to ventilations systems; make yourself comfortable. When approached by responding emergency personnel, follow their directions. In the event of a hostile event on campus (e.g. an active shooter), community members may be advised to shelter in place or “hide out”. Should the need ever arise, unless instructed otherwise; hide from view, lock and barricade doors, cover windows, turn off lights, silence cell phones, if with others spread out throughout the room, make an action plan, and call 911. Believe you will survive. When approached by emergency personnel, keep hands raised and fingers spread and follow all directions. For information and training on active shooter, emergency procedures, and strategies to enhance safety and security, contact the NAU Police Department at 928-523-3611 or email ASKNAUPD@nau.edu.

MONITORING AND RECORDING CRIME AT OFF-CAMPUS LOCATIONS

The NAU-CR program does not have any officially recognized student organizations on or off-campus.

ALCOHOL, ILLEGAL DRUGS, AND SUBSTANCE ABUSE

Drug Free Schools and Campuses

Northern Arizona University is committed to providing a healthy educational environment, consistent with University policies and free from unlawful acts. In addition, NAU must certify compliance with The Drug-Free Workplace Act (41 USCA 701), The Safe and Drug-Free Schools and Communities Act (20 USCA 7101), and The Drug and Alcohol Abuse Prevention Regulations (34 CFR 86).

The health and safety of students and employees is important to NAU. Not only can the misuse of alcohol and controlled substances seriously affect health, it can impact the ability to work and study and may also put the safety and well-being of others at risk. The prevention of substance misuse is sought in several ways at NAU, to include encouraging the healthy use of leisure time through recreation and other activities. Flagstaff mountain campus students have use of, and are encouraged to utilize the Campus Recreation Center and Wall Aquatic Center. Additionally, a variety of workshops on topics such as healthy eating and stress management are offered through Health Promotion. Wellness programs and workshops are regularly offered for employees through the Employee Assistance and Wellness Office and include similar topics.

Information regarding prevention/intervention programs, health risks, University policies, and University and legal sanctions associated with alcohol
and other drug abuse can be found in Appendix N of the Student Handbook and on the Human Resources web page. All students and employees are encouraged to review these materials in order to make educated and informed decisions related to alcohol and drugs.

The University encourages any students and employees who may have a problem with the use of alcohol or drugs to seek professional advice and treatment.

The following prevention/intervention programs are available in Costa Rica:

- Whole recovery Centers
- Costa Rica Drug Rehab Treatment Centers
- Serenity House
- Costa Rica Alcoholics Anonymous
- Narcotics Anonymous

**UNIVERSITY POLICIES ON ALCOHOL AND DRUGS**

The Northern Arizona University Student Code of Conduct states that the following conduct is not acceptable on campus at any extended campus location. Violation of the Board or University rules or applicable laws governing alcohol, including consumption, distribution, unauthorized sale, or possession of alcoholic beverages. With regard to drugs, the NAU Student Code of Conduct states that the following conduct is not acceptable on campus at any extended campus location. Unauthorized use, sale, possession or distribution of any controlled substance or illegal drug or possession of drug paraphernalia that would violate the law.

Northern Arizona University personnel policies require that University employees report to work in a condition to perform their duties safely and efficiently in the interest of their co-workers and students, as well as themselves. The use of alcohol and illegal drugs is prohibited during work hours at the University workplace, while occupying University vehicles, while on University business, during class time, on field trips and during other educational activities, except where permitted by the Arizona Board of Regents (ABOR) and/or the President or designee.

**LEGAL SANCTIONS AND UNIVERSITY DISCIPLINARY ACTION ASSOCIATED WITH ALCOHOL AND DRUG USE**

Violations of University policies regarding alcohol and other drug use will be subject to legal sanctions and/or University disciplinary action. The Northern Arizona University Student Code of Conduct details the sanctions that may be imposed by the institution for violations of these policies. Sanctions include expulsion from the University, suspension from the University, University probation, warnings, restricted access to University properties and other educational sanctions. Further, the University may refer a student to appropriate authorities for prosecution for alcohol and other drug abuse violations. In
addition to sanctions, federal law (specifically the Family Educational Rights and Privacy Act) permits the University to notify parents of any alcohol and other drug violation occurring on-campus for students under the age of (21). NAU views parents as important partners in the education of students, thus the University may notify parents when their student has been involved in a serious or repeated alcohol or other drug violation.

University employees who violate University policies regarding alcohol and other drug use will be subject to legal sanctions and/or University disciplinary action, up to and including termination.

CRIMINAL OFFENSES AND ASSOCIATED PENALTIES INVOLVING ILLEGAL DRUGS

ARIZONA OFFENSES AND PENALTIES

Criminal offenses and associated penalties involving illegal drugs can be found in Chapters 34 and 34.1 of Title 13 of the Arizona Revised Statutes (ARS):

The definitions associated with the ARS drug statutes can be found in ARS 13-3401 and in ARS 13-3451. Each drug offense listed in Chapters 34 and 34.1 of ARS lists the corresponding penalty for the offense.

FEDERAL OFFENSES AND PENALTIES

Information regarding federal offenses and penalties can be found at:

According to the U.S. Department of State, “Some laws in Costa Rica differ significantly from those in the United States and may not afford the protections available to the individual under U.S. law. Penalties for breaking the law can be more severe than in the United States for similar offenses. Persons violating Costa Rica’s laws, even unknowingly, may be expelled, arrested, or imprisoned. The law permits pre-trial detention of persons accused of serious crimes. Penalties for possession, use, or trafficking illegal drugs into Costa Rica are severe, and if convicted, offenders can expect long jail sentences and heavy fines. Engaging in sexual conduct with minors or using or disseminating child pornography in a foreign country is a crime and also prosecutable in the United States. Foreign laws and legal systems can be vastly different than our own. Driving under the influence of alcohol or drugs could land you immediately in jail.” Visit their site for more information.

GENDER BASED VIOLENCE POLICIES

Northern Arizona University is committed to creating and maintaining a University environment free from gender discrimination and violence. Throughout this document the term gender violence is defined to include sexual assault, domestic violence, dating violence and stalking. Northern Arizona
University prohibits these offenses and reaffirms its commitment to maintain a campus environment emphasizing the dignity and worth of all members of the University community. As a result, Northern Arizona University issues this statement of policy to inform the community of our comprehensive efforts to educate, inform and respond to gender violence.

For a complete copy of Northern Arizona University’s policies governing gender based discrimination and violence, visit:

- For the University’s Policy regarding Prohibited Discrimination, Harassment, and Other Inappropriate Behaviors
    Safe Working and Learning Environment Policy

- For the University’s Student Code of Conduct
    NAU Code of Conduct
    Student Disciplinary Procedures
    Student Sexual or Gender-Based Harassment and Sexual Misconduct Policy
    Student Sexual or Gender-Based Harassment and Sexual Misconduct Procedures

**EDUCATION AND PREVENTION PROGRAMS**

The University has a variety of educational programs to promote the awareness of rape, domestic violence, dating violence, sexual assault, and stalking, with a number of departments and groups teaching community members about sexual assault and relationship violence, encouraging healthy relationships and advocating safe dating and social behaviors. The University engages in programming and awareness campaigns intended to prevent dating violence, domestic violence, sexual assault and stalking. Primary prevention and awareness programs are offered for all incoming students and new employees, and ongoing prevention and awareness campaigns are also offered to the entire University community. Educational programs and campaigns are responsive to community needs, and assessed for value, effectiveness, or outcome. **NAU in Costa Rica students will have had access to these NAU programs on the Flagstaff campus before the term that they spend abroad with NAU in Costa Rica. The specific programs are listed in the NAU Flagstaff mountain campus Annual Security Report.**

The University’s programs and campaigns:

- Identify domestic violence, dating violence, sexual assault and stalking as prohibited offenses by the University;
- Define domestic violence, dating violence, sexual assault, and stalking under Arizona Revised Statutes;
- Define “without consent” in reference to sexual activity in the State of Arizona;
- Provide safe and positive options for 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 the individual;
- Provide information on risk reduction to recognize warning signs of abusive behavior and how to avoid potential attacks; and

Programs to prevent domestic violence, dating violence, sexual assault, and stalking are a result of the collaborative work of many departments across campus. Some of the departments that are involved in these efforts include Housing and Residence Life, Fraternity and Sorority Life, NAU PD, Health Promotion, Human Resources, and the Equity and Access Office. Additionally, the Sexual Assault and Relationship Violence (SARV) Task Force works to coordinate and evaluate these collective efforts in order to ensure adherence to best practices and efficacy of service delivery. While it is nearly impossible to separate alcohol prevention activities from sexual assault prevention efforts, the two are separated as much as possible in this document for ease of reporting. An overview of the main campus’ primary and on-going prevention and awareness programs and campaigns are listed in the NAU Flagstaff mountain campus Annual Security Report.

First day orientation in Costa Rica. Addressing Gender issues; what is common / acceptable and what is not in a foreign culture. Over the orientation is addressed the topic in a clear manner to prevent students to send wrong signals or misunderstand common behaviors in the foreign culture.

My Student Body: All incoming freshmen starting in 2014 were asked to complete the online prevention education program My Student Body Essentials. This online program provides comprehensive education about sexual violence and specifically addresses: healthy relationships, consent, dating violence, stalking, ways to prevent sexual assault, bystander intervention strategies and information for survivors of sexual assault. This online module also includes links to the student code of conduct as well as campus resources. Completion of the course became a requirement for incoming students in 2014. The benefits of the course, and how it will help the students help themselves and each other, are discussed in a welcome letter that is sent to each incoming student from the Dean of Students.

Bystander Training: NAU Health Promotion has developed a two-hour bystander intervention training course based entirely on the evidence based program called Step Up! This training empowers students to identify potentially dangerous situations and red flags for sexual assault while providing them the opportunity to role play both indirect and direct intervention strategies for intervening in a variety of situations from sexual assault to discrimination to
sexism and alcohol poisoning. This training also provides information about the various reporting methods available on campus and highlights resources for survivors of sexual assault within the campus community.

**Employee Education:** All new employees are required to complete an online training program on discrimination and harassment matters, including specific training on Title IX within the first 30 days of employment. In addition, all employees receive regular education on these topics. In 2019 updated education will be required of all individuals with an employment relationship to the university which covers discrimination and harassment education (including gender and gender violence topics), retaliation and reporting obligations.

**Written and Web Information:** Employees are reminded of their reporting options and obligations via various electronic and web based resources. The Title IX webpage contains a variety of resources including a page entitled “Faculty and Staff Resources,” and an annual letter reminds them of appropriate offices to address conflict on campus. Campus resources, such as the Faculty Handbook, have also been updated to include information regarding the Title IX Coordinator. In addition to online resources, the university has a Title IX brochure which describes resources and related processes which can be distributed to impacted individuals. Resource letters are distributed electronically by the Office of the Dean of Students and Office of Housing and Residence Life when a report is received. Information on dating and domestic violence is also available on the Health Promotion Webpage and “Jacks Cares” information cards.

**In-Person Title IX Trainings:** The Equity and Access Office has provided in-person Title IX education to a variety of campus groups and organizations. These include Extended Campuses, Residence Hall Directors and Resident Assistants, Select Department Chairs and Department Faculty, Student-Athletes, Campus Recreation Services, Financial Aid Staff, Inclusion and Multicultural Affairs Staff and Mentors, Program in Intensive English Staff, and First-Year Experience and Academic Transitions Program Staff and Mentors.

**Bystander Intervention Options**

*Bystander intervention* means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking against a person other than such individual. Active bystander intervention plays a critical role in the prevention of sexual assault and harassment and is therefore an important component of University educational efforts.
The following information summarizes the content of bystander intervention training:

A bystander is, “an individual who observes violence or witnesses the conditions that perpetuate violence. They are not directly involved, but have the choice to intervene, speak up, or do something about it.” We want to create a culture in our community of accountability where bystanders are actively engaged in the prevention of violence, without causing further harm.

In order to achieve this, we have to know how to intervene. Sometimes we witness or hear situations where we want to intervene, but are not sure how to do so. The following is a list of direct and indirect methods of active bystander intervention.

**Direct:**

- **Say something directly to the person**
  - “Are you okay?”
  - “Can I call you a cab?”
  - “Who did you come here with? Let’s find your friends.”

- **Say something to the perpetrator. Let them know you recognize what is happening, and you won’t stand for it.**
  - “Is everything okay here?”
  - “He/she is pretty drunk; you should probably just get their number and call them tomorrow.”
  - “I don’t like what you just did/said.”
  - “What you just said is not cool.”

- **Remove the person from the situation**

- **If you suspect you or a friend has been drugged, call law enforcement immediately and let someone in charge know like a bouncer, bartender, manager, etc.**

- **Always make sure you are safe before intervening**
Indirect:

- *If you ever feel uncomfortable or unsafe intervening, then don’t.* However you can enlist others to help you – the bouncer, bartender, other friends or bystanders, etc.

- Don’t be afraid to call the police or 911 if you feel like anyone is in immediate danger.

- Distract the perpetrator
  
  - “Hey man I think your car is being towed!”
  
  - “Someone called the cops we need to get out of here!”

- Distract the person

  - “Hey will you come to the bathroom with me?”

  - “Can you help me find (enter mutual friend’s name).

  - “I think your friend is looking for you.”

- Have a code word/text with your friends or family if you feel uncomfortable saying something directly

- Talk to a campus official in a non-emergency situation

**RISK REDUCTION INFORMATION**

*Risk reduction* means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

The following information summarizes the content of risk reduction education: Risk reduction is always a good practice; unfortunately it is not always effective. On average, 74% of assaults are committed by someone the person knows. This number is even higher on college campuses ranging from 80% - 90% of assaults being perpetrated by someone the victim knows beforehand. These assaults are typically happening in closed areas like dorm rooms, apartment buildings, etc. where risk reduction methods
may not always be applicable. When discussing risk reduction, it is important to remember that **rapists cause rape**. Risk reduction methods are meant to reduce risk, but cannot prevent the risk altogether. A victim is never at fault for an assault, and should never be blamed for how the assault happened. For this reason, active bystander interventions are the most effective methods for preventing sexual assault and harassment.

The following are some strategies to help reduce risk of sexual assault or harassment (taken from [Rape, Abuse, & Incest National Network](https://www.rainn.org)).

- **Be aware of your surroundings.** It's always a good idea to know where you are and how to get home safely if you need to.
- **Try to avoid isolating yourself.** If you go out with friends, communicate. Let each other know where you are, if you’re leaving, etc.
- **Trust your instincts.** If you feel like a situation, location, or person is unsafe, it probably is. Don’t be afraid to speak up. Chances are others are feeling the same way.
- **If someone is trying to isolate you and you feel uncomfortable, say something.** Have a code word or text with friends. Let someone know where you’re going. Make it clear you are uncomfortable with what is happening. Look for an escape route if necessary.
- **Watch your drink.** Don’t leave your drink unattended, take it with you when you dance, go to the bathroom, etc. If someone you don’t know or trust offers you a drink, say no. If you choose to accept it, order it yourself from the bar. This way you can see the bartender make it, and it will be handed directly to you. Try to avoid drinking from punch bowls or other communal drink containers.
- **Arrive together and leave together.** Make a pact with your friends that you will arrive and leave together. Don’t let a friend go home alone or with someone else, especially if they have been drinking.

**Additional Resources:**
- [Sexual Assault Information from RAINN](https://www.rainn.org)
- [NAU Information and reporting](https://www.nau.edu)
- [Circle of 6 Free App](https://www.circleof6.org)
- [One Love Healthy Relationship App](https://www. Helen Research Foundation.org)

**PROCEDURES TO FOLLOW IF AN INCIDENT OCCURS**

**First and Foremost: Get to Safety and Seek Medical Attention**

After an incident of sexual assault and domestic violence, your safety is the number one priority. Find a safe environment, anywhere away from the perpetrator. If you are at immediate risk, call 9-1-1. You can give the police as much or as little information as you wish, or request that the officer contact a victim/witness advocate, who will help you understand the
process and provide support.

In Costa Rica the NAU Resident Director is your primary resource to get either medical or legal assistance, whether from Costa Rican organizations or from U.S. organizations.

If you are in San Jose, Costa Rica and are injured, go immediately to Hospital Clinica Biblica to be examined. The hospital is one of the most reputed health providers in CR. They have a contract with GeoBlue, which covers all NAU participants while in CR. Hospital Clinica Biblica provides comprehensive medical services. Seventy percent of its medical personnel are bilingual. The hospital is not obligated to report incidents to the police, unless physical harm was caused by a weapon. Police reports should be filed through the Federal Investigation Organization (OIJ Organizacion de Investigacion Judicial).

**EVIDENCE PRESERVATION CONSIDERATIONS**

It is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 120 hours so that evidence may be preserved that may assist in proving that the alleged criminal offense occurred/or is occurring or may be helpful in obtaining a protection order. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease. Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful to University hearing boards/investigators or police.

Although the University strongly encourages all members of its community to report violations of this policy to law enforcement, it is the victim’s choice whether or not to notify proper law enforcement authorities, including on-campus and local police and victims have the right to decline involvement with the police. The University will assist any victim with notifying law enforcement authorities if the victim so desires.

**REPORTING OPTIONS**

Victims of domestic violence, dating violence, sexual assault, or stalking who wish to report the incident to the University have options regarding law enforcement and campus authorities. Those who wish to seek guidance in a confidential setting are encouraged to contact either NACASA (provided through North Country HealthCare), Victim Witness, or Counseling Services. NACASA has a 24 hour crisis line (928-527-1900 or 1-877-634-2723) and 24-hour contact with on-call counselors is available through Counseling Services (928-523-2261). Victim Witness can be reached at 928-856-7676. These resources are available to students in Costa Rica and at a minimum can provide guidance to students on how to identify appropriate local resources.
The University has procedures in place that serve to be sensitive to those who report, including informing individuals about their right to file criminal charges, the University processes that are available to them, as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance and other services on and/or off campus. Additional remedies to prevent contact between a complainant and an accused party, including housing, academic, transportation and workplace accommodations, will be provided if reasonably available. The University will make such accommodations regardless of whether the victim chooses to report the crime to local law enforcement and regardless of whether the offense is alleged to have occurred on or off campus.

The Costa Rica program, as well, offers procedures to serve those program participants or staff members who have been victims of domestic violence, dating violence, sexual assault, or stalking, including informing the victim about their right to file criminal charges in the host country as well as the availability of counseling, health, mental health, legal assistance, visa immigration assistance and other services that are available in the host country or in the area where the incident took place.

Reporting options include the following:

- **Criminal complaint in Costa Rica:** Victims in Costa Rica may pursue criminal charges by calling the local Police Department at 911 or by visiting the OIJ (Federal Investigation Organization in Costa Rica) at Edificio de Tribunales de Justicia, Primer Piso, downtown San Jose. If the incident occurred in another jurisdiction, the Resident Director (RD) will assist in contacting the correct law-enforcement entity.

- **Student Code of Conduct:** Students in the Costa Rica program may seek assistance to pursue administrative complaints from a distance by contacting the Office of the Dean of Students at 928-523-5181. NAU personnel in CR will offer help to the student in contacting the appropriate parties.

- **Title IX Report:** Sexual assault and sexual harassment are forms of gender discrimination covered by Title IX and other discrimination laws/policies. Contact the Equity and Access Office for more information about filing a complaint under the University's Safe Working and Learning Environment Policy. The Title IX Coordinator, Pam Heinonen, Director of the Equity and Access Office, may be contacted at 928-523-3312, pamela.heinonen@nau.edu, or Old Main –Room 111, PO Box 4083, Flagstaff, AZ.

- **Campus Inclusion Team:** At NAU, we are committed to creating and maintaining an environment free of discrimination based on race, color, ethnicity, religion, sex, national origin, age, disability, veteran status, sexual orientation, gender identity, and genetic information.

The Campus Inclusion Team (CIT) is committed to fostering a campus community that honors diversity, freedom of expression, and inclusiveness.
through individual support, campus trainings, and resource referrals. CIT does not investigate or adjudicate specific incidents of conduct or advise on disciplinary matters.

CIT welcomes open, courageous, and challenging discussions across the full spectrum of human issues and intersections in our campus communities. CIT encourages the exchange of ideas through academic inquiry, civil discourse, and respect for individuals. CIT recognizes the value of free speech and also that some speech may be hurtful and even disparaging. CIT can provide support for students, faculty, and staff impacted by such speech by listening, discussing, and connecting individuals with resources. University community members may report concerns related to diversity and inclusion to CIT; if a reported concern appears to involve a legal or policy violation, the CIT will refer the impacted individuals or communities to the appropriate resource.

We encourage anyone who has experienced or witnessed an act of bias to report it and to access available resources. Together, we can work to make NAU a more welcoming community for all.

For more information and on-line reporting options, please visit: www.CampusInclusionTeam.com or email the team at campusinclusionteam@nau.edu

- **Anonymous Sexual Assault Report Form:** If a student does not wish to pursue any of the options listed above, they may fill out this form to give anonymous information about what happened.

A student or employee participating in the CR program who reports to the University that they have been the victims of any type of sexual crime on or off-campus, during the length of the program, will be provided with a written notification of their rights and options to include:

- Possible sanctions or protective measures that the University may impose following a final determination of the University’s disciplinary procedure regarding domestic violence, dating violence, sexual assault, or stalking;
- Procedures victims should follow if any of the above listed offenses has occurred;
- Procedures for the University’s disciplinary action in cases of the alleged offenses;
- Information about how the University will protect the confidentiality of victims, including how publicly-available recordkeeping will be accomplished without the inclusion of identifying information about the victim, to the extent permissible by law
COURT ORDERS, NO CONTACT ORDERS AND ACCESS RESTRICTIONS

The following resources may be useful to students in Costa Rica who are a victim of a crime and will be returning to NAU’s Flagstaff campus.

Northern Arizona University complies with Arizona law in recognizing a valid protection order that is related to domestic or family violence and that is issued by a court in another state, a court of a United States territory or a tribal court for the purpose of preventing violent or threatening acts or harassment against, contact or communication with or physical proximity to another person for as long as the order is effective in the issuing jurisdiction. Victims who have obtained an Order of Protection are encouraged to provide a copy to NAU PD and the Office of the Title IX Coordinator or the Office of the Dean of Students as appropriate.

In most instances, the University cannot apply for an order of protection or injunction prohibiting harassment on behalf of a victim. The victim is required to file a petition for an Order of Protection or Injunction against Harassment with a Justice of the Peace, Municipal or Superior Court Judge. In the event a victim is either temporarily or permanently unable to request the order or injunction, a third party may request the order or injunction on behalf of the victim. The victim may also seek assistance from Victim Witness Services of Coconino County or watch a video on the order of protection process in Coconino County at [http://coconino.az.gov/index.aspx?NID=874](http://coconino.az.gov/index.aspx?NID=874). Orders of Protection and Injunctions against Harassment may be obtained at:

- **Flagstaff Municipal Court**, 15 N. Beaver, Flagstaff, AZ, 928-774-1401
- **Coconino County Superior Court**, 200 N. San Francisco Street, Flagstaff, AZ, 928-679-7600
- **Flagstaff Justice Court**, 200 N. San Francisco Street, Flagstaff, AZ, 928-679-7650

In the case of Injunctions Prohibiting Workplace Harassment, which are used to help prevent violence in the workplace, an employer, or authorized agent of an employer, may file a petition for the injunction.

The University may issue an institutional no contact order if deemed appropriate. If reasonably available, a complainant may be offered changes to academic, living, transportation, or working situations in addition to counseling, health services, visa and immigration assistance and assistance in notifying appropriate local law enforcement. Additionally, personal identifiable information about the complainant will be treated as confidential to the extent possible and only shared with persons with a specific need to know who are investigating/adjudicating the complaint or delivering resources or support services to the complainant (for example, publicly available record-keeping for purposes of Clery Act reporting and disclosures will be made without inclusion of identifying information). Further, the institution will maintain as confidential, any accommodations or protective measures provided to the complainant to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures. The University does not publish the name of crime victims nor house identifiable information regarding victims in the
NAU PD’s Daily Crime log. Additionally, all timely warning reports to the campus community on crimes considered to be a threat withhold the names of victims as confidential.

Students may edit their FERPA/Directory Restrictions in their LOUIE Student Service. Instructions are provided in the following link: https://in.nau.edu/ferpa/ferpa-faq/

**OTHER CONSIDERATIONS IN REPORTING**

A victim who does not wish to file an administrative complaint through one of the University processes or pursue action within the Costa Rican criminal justice system may still file a report with the NAU PD describing the details of the incident. Without these reports, crime trends and other issues of concern may not be identified. Because police reports are public record under state law, the NAU PD cannot hold reports of crime in confidence. The NAU PD does have a mechanism, however, to make reports of suspicious or criminal activity anonymously online through the NAU PD website. The option is given for the reporting party to provide their name and contact information for follow-up if so desired. Based on the information that is provided in the on-line report the NAU PD will conduct an investigation. This reporting mechanism is NOT for crimes in progress. There is also an on-line reporting option for Campus Security Authorities through the NAU PD website.

The University does have an anonymous reporting process for victims of sexual assault. If a victim does not wish to file a police report or report the incident through the Office of the Dean of Students or the Title IX Coordinator, they may fill out this anonymous report form to give information about what happened. The purpose of the anonymous sexual assault report is to assess the danger the incident may present to the community at large as well document it for inclusion in the annual crime statistics. No names are used, nor is any information included that might identify the victim. If a victim chooses to go this route, it is the victim’s choice how much information is shared and all efforts are made to maintain the victim’s anonymity. Support options and resources are listed within the form. More information on Northern Arizona University’s Sexual Assault Protocol and anonymous reporting process can be viewed on Health Promotions website.

If you are a victim of sexual assault, it is important for you to receive services such as medical attention and counseling regardless of your decision to report the incident. When you talk to a counselor, the information you provide will remain confidential and the counseling relationship provides a safe space for you to talk about the incident and how it has affected your life. There are, however, a few exceptions to confidentiality. If you are under the age of 18, the counselor is mandated to report certain offenses such as a sexual assault. If you are seen as a potential harm to yourself or another person, the counselor must also break confidentiality. These factors are considered on a case-by-case basis. Counselors are encouraged, when they deem appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion in the annual crime statistics.
RESOURCES FOR VICTIMS

A variety of resources are available both on campus and in the community for students and employees who have been victims. Some U.S. based resources may be useful for students that would like support from an American organization or for students that will leave Costa Rica and return to the United States.

Costa Rica:
- Organismo de Investigacion Judicial (OIJ)
- Instituto Nacional de las Mujeres (INAMU)
- Police Department (Seguridad Publica) 911 (Within Costa Rica)
- Costa Rican Red Cross (506) 2528-0000
- US Embassy in Costa Rica
- Hospital Clinica Biblica
- First Aid Services: Transmedic Ambulancia SA, (506) 22453757
- Emergencias y translados SA (506) 22861818
- Provida (506) 22244225
- Capriar SA (506) 22494647

On-Campus, Flagstaff Mountain Campus:
- Campus Health Services; 928-523-2131
- NAU Counseling Center; 928-523-2261
- Employee Assistance and Wellness; 928-523-1552
- The Deans of Students Office; 928- 523-5181
- The Equity and Access Office (EAO); 928- 523-3312
- Student Legal Counsel; 928-523-4971
- Disability Resources; 928-523-8773
- Center for International Education (Visa and Immigration issues); 928-523-2409
- The Office of Residence Life; 928- 523-3978
- American Campus Communities (ACC): The Suites, 928- 523-8622; Hilltop Townhomes, 928- 523-1680
- NAU Human Resources Department; 928- 523-2223
- Collegiate Recovery Program 928-523-2131

State and Federal:
- Native Americans for Community Action (NACA); Website has links to statewide resources – click on links.
- AZ Department of Health Services - Behavioral Health Services: Links to Regional Behavioral Health Authorities in Arizona and links to Tribal Regional Behavioral Health Authorities in Arizona
- The Arizona Child & Family Advocacy Network
- Rape, Abuse and Incest National Network; 1-800-656-HOPE
- US Department of Justice, Office of Violence Against Women
- US Government Not Alone resource website
SANCTIONS AND PROTECTIVE MEASURES

For students, sexual assault, domestic violence, dating violence, and stalking are violations of the Student Conduct Code. In all cases, investigations that result in a finding of more likely than not that a violation of the Student Code of Conduct occurred will lead to the initiation of disciplinary procedures against the accused individual. University sanctions may include expulsion, suspension (There is no min or max on suspension – sometimes they are multiple years), degree revocation, probation, warning, administrative hold, restricted access to University property, organizational sanctions, educational response, interim action, academic conduct, restitution, notation on transcript, or other sanctions permissible under existing University rules. The University may implement protective measures following the report of domestic violence, dating violence, sexual assault and/or stalking which may include some or all of the following actions; administrative no-contact orders, denial of access to University property, including classrooms, residence halls, workplace, University transportation options, restriction of personally identifiable information available through University networks/systems, and other appropriate interim action. The University prohibits retaliation for reporting any gender discrimination or violence or for participating in any University investigation or administrative procedure.

Employees who violate the Safe Working and Learning Environment (SWALE) Policy will be subject to discipline, up to and including termination of employment. Sexual assault, domestic violence, dating violence, and stalking are criminal acts which also may subject the perpetrator to criminal and civil penalties under federal and state law.

The Title IX Coordinator or their designee will be consulted to determine whether interim interventions and protective measure should be implemented, and, if so, take steps to implement those protective measures as soon as possible. Protective measures imposed may be temporary pending the results of an investigation or may become permanent as determined by Northern Arizona University.

ADMINISTRATIVE COMPLAINTS AND UNIVERSITY DISCIPLINARY PROCEDURES

A complaint may be made under the Student Code of Conduct, the Standards of Residence or the Safe Working and Learning Environment Policy (SWALE) whether or not criminal charges are filed. If there is concurrent jurisdiction over a particular incident the University may determine, in consultation with the victim, the most appropriate option for addressing the complaint.

The University disciplinary processes will include a prompt, fair, and impartial investigation and resolution process transparent to the accuser and the accused. The resolution of complaints of sexual misconduct are completed in a timely manner, usually within 60 days of the report. Investigators and hearing board members will be trained annually on the issues related to domestic violence, dating violence, sexual assault, and stalking and taught how to conduct an investigation and hearing process that protects the safety of the victim and promotes accountability.
The accuser and the accused will have timely notice for meetings/hearings at which the accuser or accused, or both, may be present;

The institutional investigation and disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the accuser or the accused;

The University provides the accuser and accused the same opportunities to have an adviser present during a University investigation and disciplinary proceeding. The accuser and the accused student each have the opportunity to be advised by a personal advisor of their choice, at their expense, at any stage of the process and to be accompanied by that advisor at any meeting or proceeding. The Student Code of Conduct defines an adviser as “... an individual selected by the student to advise him/her. The adviser may be a faculty or staff member, student, attorney, or other representative of the student.” The accuser and accused student may be assisted throughout the proceedings by their adviser. Throughout the report resolution process, each Party may be assisted by an advisor, who may be an attorney, but who is not otherwise a Party or witness. Advisors may simply provide support in a manner that does not disrupt or unduly delay at any disciplinary proceeding, or may present the student’s case at a disciplinary appeal hearing.

A student conduct decision is based on the preponderance of evidence standard, i.e. “more likely than not to have occurred” standard. In other words, the conduct process asks: “is it more likely than not that the accused student violated the University’s Student Conduct Code”.

The accuser and the accused will be notified simultaneously in writing of the outcome of any disciplinary proceeding, any changes to those results prior to the time that such results become final, and when such results become final (If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph); and

The complainant and/or respondent may appeal the outcome of an investigation and related disciplinary proceeding (a finding of responsibility or no responsibility and/or a finding of responsibility or no responsibility as insufficient or excessive by filing a written notice with the Office of the Dean of Students within five (5) business days of the date of the written outcome the Memorandum of Findings and Sanction.

If there is no appeal by either the complainant or respondent within the proscribed timeframe, the decision of the Dean of Students or designee will become final and effective immediately. Filing a timely notice of appeal will suspend the imposition of disciplinary sanctions (except for interim suspension) pending the outcome of the disciplinary process. If the sanction is suspension or expulsion and the decision of the Dean of Students or designee is appealed, the respondent will not be permitted to graduate until the disciplinary process has concluded.

Compliance with these provisions does not constitute a violation of section 444 of the General Education Provisions Act (20 U.S.C. 1232g), commonly known as the Family Education Rights and Privacy Act of 1974 (FERPA).

For more detailed information on these procedures see:

NAU Code of Conduct

Student Disciplinary Procedures
Student Sexual or Gender-Based Harassment and Sexual Misconduct Policy

Student Sexual or Gender-Based Harassment and Sexual Misconduct Procedures

**FORMAL INVESTIGATIONS CONDUCTED PURSUANT TO THE SAFE WORKING AND LEARNING ENVIRONMENT (SWALE) POLICY**

An individual alleging gender discrimination, including sexual assault or other gender violence against a member of the University community, has the option to file a discrimination complaint under the SWALE Policy. Generally complaints alleging violations by employees will be handled through this process and will be investigated by the Equity and Access Office who will consult with other University resources as appropriate. Recommended sanctions for employees who are found to be in violation of the policy will be made to the chain of command of the responsible employee and include actions up to and including termination. Parties will have equal rights with regard to the process including the opportunity to provide relevant testimony and evidence for consideration. The parties are entitled to the same opportunity to be accompanied to an investigatory meeting or interview by a party of their choosing. Both the accuser and accused will be simultaneously informed, in writing, of the outcome of the investigation. Findings made under this process are not subject to appeal by either party. For more information on the SWALE Policy and procedures see: [http://nau.edu/Equity-and-Access/Forms-Policies/](http://nau.edu/Equity-and-Access/Forms-Policies/).

**STATEMENT REGARDING CONFIDENTIALITY**

Victims who wish to seek assistance regarding an incident of sexual assault or other gender violence with the maximum confidentiality protections are encouraged to contact Counseling Services or NACASA. NAU Counseling Services can be contacted from Costa Rica. While full counseling may not be available, NAU counseling can provide information on pursuing resources in Costa Rica.

When University employees who are not subject to a legally recognized privilege receive or become aware of an incident, the University will consider the request of a victim for privacy to the extent consistent with its obligation to provide a safe and nondiscriminatory environment for all students. It will also seek to limit information sharing to those with a role in evaluating that obligation or handling the University’s response, such as the provision of interim measures. Additionally, confidentiality cannot be ensured under circumstances where University members have a Duty to Report as outlined in A.R.S. 13-3620 relating to minors.

University Campus Security Authorities can meet their Clery obligation to report the crime statistic while maintaining the confidentiality of the victim by utilizing the CSA Crime Statistic Report form located on the NAU PD’s web page. This form is submitted to the NAU PD for inclusion in the year’s Clery statistics; however it does not include any personally identifiable information. A victim’s personally identifying information is
not included in any Clery Act reporting and disclosures such as the Daily Crime Log, Annual Security Report or Timely Warnings.

Because police reports are public record under state law, the NAU PD cannot hold reports of crime in confidence. The NAU PD does have a mechanism, however, to make reports of suspicious or criminal activity anonymously online through the NAU Police Department website.

**SEX OFFENDER REGISTRATION**

The federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, with or without compensation, volunteer services or is a student.

**Costa Rica does not register and make publically available sex offender information.**

**CRIME STATISTICS**

Crime statistics are gathered in accordance with the guidelines established under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. In addition to publishing this Annual Security Report, the NAU PD submits the annual crime statistics published in this report to the U.S. Department of Education.

The crime statistics are provided on the following pages. A basic overview of how Clery Act crimes are classified can be found below, along with information regarding Hate Crimes.

*The following are Arizona definitions (Violence against Women Act - VAWA) crimes- include dating violence, domestic violence, sexual assault and stalking:*

**Domestic Violence:** means any act that is a dangerous crime against children as defined in section 13-705 or an offense prescribed in section 13-1102, 13-1103, 13-1104, 13-1105, 13-1201, 13-1202, 13-1203, 13-1204, 13-1302, 13-1303, 13-1304, 13-1406, 13-1425, 13-1502, 13-1503, 13-1504, 13-1602 or 13-2810, section 13-2904, subsection A, paragraph 1, 2, 3 or 6, section 13-2910, subsection A, paragraph 8 or 9, section 13-2915, subsection A, paragraph 3 or section 13-2916, 13-2921, 13-2921.01, 13-2923, 13-3019, 13-3601.02 or 13-3623, if any of the following applies:

1. The relationship between the victim and the defendant is one of marriage or former marriage or of persons residing or having resided in the same household.
2. The victim and the defendant have a child in common.

3. The victim or the defendant is pregnant by the other party.

4. The victim is related to the defendant or the defendant’s spouse by blood or court order as a parent, grandparent, child, grandchild, brother or sister or by marriage as a parent-in-law, grandparent-in-law, stepparent, step-grandparent, stepchild, step-grandchild, brother-in-law or sister-in-law.

5. The victim is a child who resides or has resided in the same household as the defendant and is related by blood to a former spouse of the defendant or to a person who resides or who has resided in the same household as the defendant.

6. The relationship between the victim and the defendant is currently or was previously a romantic or sexual relationship. In Arizona, this includes housing roommates.

**Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party’s statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence. Please note that Arizona’s domestic violence laws encompass the definition of dating violence.

**Stalking:** A person commits stalking if the person intentionally or knowingly engages in a course of conduct that is directed toward another person and if that conduct either:

1. Would cause a reasonable person to fear for the person’s safety or the safety of that person’s immediate family member and that person in fact fears for the person’s safety or the safety of that person’s immediate family member.

2. Would cause a reasonable person to fear death of that person or that person’s immediate family member and that person in fact fears death of that person or that person’s immediate family member.

**Sexual assault:** A person commits sexual assault by intentionally or knowingly engaging in sexual intercourse or oral sexual contact with any person without consent of such person.

**Sexual abuse:** A person commits sexual abuse by intentionally or knowingly engaging in sexual contact with any person who is fifteen or more years of age without consent of that person or with any person who is under fifteen years of age if the sexual contact involves only the female breast.
Sexual conduct with a minor (Statutory Rape) A person commits sexual conduct with a minor by intentionally or knowingly engaging in sexual intercourse or oral sexual contact with any person who is under eighteen years of age.

Incest: Persons who are eighteen or more years of age and are within the degrees of consanguinity within which marriages are declared by law to be incestuous and void, who knowingly intermarry with each other, or who knowingly commit fornication or adultery with each other are guilty of a class 4 felony.

Additional information on definitions for Arizona Revised Statute Sex Offenses may be found in Chapter 14 at https://www.azleg.gov/arsDetail/?title=13.

CLERY CRIME DEFINITIONS

Murder and Non-Negligent Manslaughter: The willful (non-negligent) killing of one human being by another.

Negligent Manslaughter: The killing of another person through gross negligence.

Rape: The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

Incest: Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape: Sexual intercourse with a person who is under the statutory age of consent.

Robbery: The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated Assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife or other weapon is used which could or probably would result in a serious personal injury if the crime were successfully completed.
**Burglary:** The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned - including joyriding.)

**Arson:** Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, or personal property of another.

**Arrests and Disciplinary Referrals for Violations of Weapons, Drugs and Liquor Laws**

An **arrest** for Clery Act purposes is when a person is processed by arrest, citation or summons.

**Referred for disciplinary action** is the referral of any person to any University official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction.

**Weapon Law Violations:** The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

**Drug Abuse Violations:** The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making or narcotic drugs.

**Liquor Law Violations:** The violation of state or local laws or ordinance prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness.

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**CLERY GEOGRAPHIC CATEGORIES**

**On Campus:** Any building or property owned or controlled by the 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, including
residence halls; and any building or property that is within the same reasonably contiguous geographic area of the institution that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

**On-Campus Residential:** Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility.

**Non-campus:** Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property (other than a branch campus) owned or controlled by the institution that is used in direct support of, or in relation to, the institution’s educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

**Public Property:** All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

The campus crime, arrest and referral statistics contained in this report include reports made to the NAU PD, reports made to University officials who include campus security authorities, and reports made to other law enforcement agencies. It should be noted that not all law enforcement agencies queried either responded to the request for statistics and/or were able to provide statistics for NAU’s Clery reportable geography.

**HATE CRIMES**

Northern Arizona University is also required to report statistics for hate (bias) related crimes by the type of bias. A hate or bias related crime is not a separate, distinct crime; it is a criminal offense committed against a person or property which is motivated, in whole or in part, by the offender’s bias. Bias is a pre-formed negative opinion or attitude toward a group of persons based on their race, gender, religion, national origin, sexual orientation, gender identity, ethnicity, or disability. For example, a subject assaults a victim, which is a crime. If the facts of the case indicate that the offender was motivated to commit the offense because of their bias against the victim's race, sexual orientation, etc., the assault is then also classified as a hate/bias crime.

For Clery purposes, Hate Crimes include the following classifications: murder/non-negligent manslaughter, manslaughter by negligence, sex offenses (rape, fondling, incest, statutory rape), robbery, aggravated assault, burglary, motor vehicle theft, and arson (previously defined under Clery Act Crime Definitions) and larceny, vandalism, intimidation, and simple assault (defined below).
**Larceny:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

**Vandalism:** To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

**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.

**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.

**Reported Hate Crimes:**

2018: No Hate Crimes reported
2017: No Hate Crimes reported
2016: No Hate Crimes reported
**NAU in Costa Rica**

*This campus does not have any on-campus student housing facilities or any noncampus buildings or property.*

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<th>On Campus</th>
<th>Public Property</th>
<th>Unfounded Crimes</th>
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| Domestic Violence                             |           |                |                 |
| 2016                                          | 0         | 0              | 0               |
| 2017                                          | 0         | 0              | 0               |
| 2018                                          | 0         | 0              | 0               |

| Stalking                                      |           |                |                 |
| 2016                                          | 0         | 0              | 0               |
| 2017                                          | 0         | 0              | 0               |
| 2018                                          | 0         | 0              | 0               |