CARIS COLLEGE
PATIENT CARE CAREERS

2026 CAMPUS SAFETY & SECURITY REPORT

Annual Crime Statistics Report

In case of an Emergency Call 911

For Non-Emergencies Contact the Jeffersonville Police Department at:
(812) 283-6633

Campus Authorities can be reached at:
(812) 258-9510

2780 Jefferson Centre Way, Suite 103
Jeffersonville, IN 47130

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Overview

In accordance with the Jeanne Clery and the Higher Education Opportunity Act, Caris College has created this report identifying the following:

- College policies pertaining to adherence to municipal, state and federal laws
- Policies and procedures regarding reporting of incidents, missing students, access into facilities, fire safety, emergency response and notification systems
- Prevention and awareness programs
- Statistical information on crimes that occurred in or near College property over the past three years

Prepared by the Assistant Campus Director, this report is comprised of information received from Human Resources and local law enforcement agencies. Faculty, staff and students are notified by email of the availability of the Annual Crime Statistics Report on the website https://cariscollege.edu/consumer-disclosures. Access to this information is provided to prospective employees in the employee new hire packet and to students at new student orientation. Hard copies of this report are also available through the Campus Director upon request.

Security Operations and Enforcement Authority

Surveillance cameras and security system monitor the campus building. Security Operations may include dispatching local law enforcement and/or staff, monitoring intrusions, duress alarms and surveillance cameras, along with activating the emergency notification system. Staff and Faculty, while enforcing Caris College's regulations, are authorized to ask any person for identification to determine whether individuals have lawful business at the College and can initiate a felony arrest, like any citizen of the Commonwealth when a felony has occurred. Criminal incidents that occur on campus are referred to the local law enforcement. The Caris College Community is encouraged to promptly and accurately report all crimes to a staff or faculty member, and/or local law enforcement. Caris has an excellent working relationship with local law enforcement agencies and assists with investigative efforts and exchange of information on criminal matters, as deemed necessary.

Building Access and Security Policy

During regular business hours, Caris College is open to the college community, guests and others with legitimate college business. During non-business hours, access to campus facilities is strictly prohibited. Requests for extended building hours are subject to approval by Administration. Each student is issued a Caris College photo identification card. This card may be used for access or security identification purposes and is expected to be in their possession at all times while on campus. Students who have lost their ID may purchase a replacement through the Bursar's Office.

The campus located at 2780 Jefferson Centre Way, Suite 103 is generally open Monday through Friday from 8:00a until 10:00p when classes are in session. When classes are not in session, the building is generally open Monday through Friday from 8:00am until 5:00pm. The building is unavailable for student use on Saturday, Sunday, and holidays. Certain equipment and laboratories are available for students use only under proper supervision. See the Director of Academic Operations or the appropriate Program Director to determine the accessibility to labs and/or equipment.

Student Residential Facilities

Caris College does not provide residential facilities for students on campus.

Life Safety, Security and Emergency Notification System

The campus building is equipped with sophisticated life safety equipment, including an intrusion alarm and notification system. The emergency notification system delivers email and/or text messages pertaining to information and responses critical to incidents occurring on campus. To receive important notifications, students, faculty and staff must set-up their preferences through the Student Information System at https://cariscollege.populiweb.com.

Administration and faculty are also enrolled into a secondary emergency panic button notification system. This panic button delivers notifications pertaining to information and responses to critical incidents occurring on campus to all applicable administration and faculty, as well as initiating a phone call to the appropriate emergency personnel [local police authorities, local fire department etc.].

Emergency Preparedness

Recognizing the importance of emergency preparedness, Caris College has created a written document, the Emergency Procedures Manual, outlining the College's response and recovery to any emergency crisis. This document can be found at https://cariscollege.edu/consumer-disclosures. Training on the plan is conducted on an annual basis and includes tests of the emergency notification system.

Reporting of Emergencies

We ask for students, faculty and staff cooperation with the reporting of any hazardous or emergency situation involving a threat to the health and safety of our Campus Community or loss of College property. Hazards, such as missing fire extinguishers, obstructed emergency exits, multiple or frayed electrical extension cords, open flame devices or improperly contained hazardous materials must immediately be reported to the Assistant Campus Director.

Emergency situations involving imminent threat to health and safety, which may be medical, criminal or involve a fire, should be called into the local authorities and

notifying Campus Administration by initiating the appropriate panic button and completing the emergency phone call. Campus Administration has the responsibility of responding and assisting the First Responders to mitigate, investigate and document and situation that may cause a significant emergency or dangerous situation.

Emergency Evacuation Exercises & Procedures

Announced and unannounced emergency evacuation and/or preparedness exercises are conducted throughout the year and are recorded for assessment purposes. We strongly urge individuals to familiarize yourself with emergency exits, and stairwells and actively participate in all evacuations. Evacuation maps are posted in every classroom identifying the evacuation routes. Individuals who have difficulty navigating stairs and require assistance during evacuation are advised to register their name with the Assistant Campus Director and the Director of Academic Operations.

Procedures for student/employees during a fire, as required by regulations:

A faculty member or an administration will initiate the 'Fire' panic button to notify all faculty and administration on campus, as well as the emergency phone call to 911. Do not attempt to extinguish a fire unless it is impending your exit. If you receive an alert notification, always assume a fire exists and leave the building immediately.

In the case of an emergency evacuation:

- Cease all activity and immediately proceed to the nearest exit.
- Check the surface of the door and/or doorknob for heat and the bottom of the door for signs of smoke before opening it and exiting a room.
- Slowly open door, keeping the door between you and the corridor.
- Make a visual observation of the corridor for fire or smoke and proceed to the nearest exit.
- Ensure all doors are closed behind you.
- Evacuate the building via the safest and nearest available stairway exit.
- If you are an individual requiring assistance, call 911 and advise the city or first responders of your location.
- Evacuate at least 300 feet away from the building and await direction from College officials.

In the case of a blocked stairway or exit:

- Using a cell phone or office phone, notify Campus Administration all exits or stairways are blocked and advise them of your location.
- Go to the nearest room and close the door.
- Place a cloth under the door to prevent smoke from entering the room.
- Hang a cloth or other object out of the window to signal that the room is occupied.

- Stay as close to the floor as possible, when smoke enters a room.
- Break top window first to expel smoke, then break bottom window to admit fresh air.

Immediate Emergency Notification Policy and Procedures

Upon confirmation of a significant emergency or dangerous situation involving immediate threat to the health or safety of the Campus Community, Caris College authorities will, without delay, distribute an alert of notification to the Campus Community, unless issuing an alert will, in the judgment of first responders, compromise the efforts to assist victims, or contain, respond to or mitigate the emergency.

The following represents the emergency notification procedure:

- Confirmation of an incident that threatens the health or safety of the College community is conducted by Campus Administration.
- Activation of the appropriate panic button emergency notification system by the confirming faculty member or Campus Administrator.
- Activation of the emergency notification systems is authorized by the Campus Director, Director of Academic Operations or designee.
- A message alerting the College Community of the threat is crafted by the Assistant Campus Director, Director of Academic Operations or designated staff member.
- Notification to neighboring institutions, local business and/or the media will be conducted by the Campus Director, Director of Academic Operations or designated staff member.

Immediate notification of a threat to the health and/or safety of College members may be distributed to either a segment of the population or the entire campus community, depending on the scope of the threat. The methods of notification may include activation of the emergency notification system and/or panic button, email or postings within the campus, the College's website and/or social media pages.

Students can set-up their preferences for the emergency notification system through the Student Information System at https://cariscollege.populiweb.com.

Alcohol & Drug Policy

Caris College complies with the Drug Free Workplace Act of 1988 and the Drug Free Schools and Communities Act of 1989 which recognizes all employees, faculty and students have the right to a workplace and educational environment that is drug free. The manufacturing, possession, use, sale or distribution of any substance or paraphernalia declared illegal by municipal, state, or federal law is prohibited on the College property or at College sponsored events held off campus. Failure to comply

with this legislative mandate and College policy will result in disciplinary action, which may result in termination of affiliation with the College and prosecution of a criminal offense.

An illegal drug includes any drug which is not legally obtained in the United States, or which is legally obtained, but is being used in a manner different from that prescribed by a doctor of medicine or intended by the manufacturer. Over-the-counter or prescription medication, which is prescribed by a doctor and is being used for its intended purpose, is not considered an illegal drug. Students, irrespective of age, are not permitted to possess or consume alcohol on campus or at College sponsored events on or off campus. Faculty, administration, and staff are prohibited from serving or allowing students to consume alcoholic beverages on college premises or at events, meetings, or informal gatherings sponsored by the College.

Violation of this policy will result in disciplinary action which may include immediate suspension or expulsion of students or, regarding employees, suspension without pay or termination.

Caris College recognizes the dramatic impact the abuse of alcohol and drugs can have on professional, academic and family life and offers the following resources for support and assistance:

- National Drug Helpline [Drug & Alcohol Addiction] (844) 289-0879

Additional information regarding national resources, health risks, and penalties and sanctions related to the use of illicit drugs and alcohol, please visit: https://cariscollege.edu/consumer-disclosures and select the Drug and Alcohol Prevention Program.

Harassment and Discrimination Policy

Caris College is committed to maintaining an environment which respects the dignity of all individuals. Accordingly, Caris College will not tolerate harassment or discrimination based on religion, race, gender, sexual orientation, national origin, age, disability or ethnicity by students, faculty or staff. Students may file complaints of harassment and/or discrimination with a Campus Administrator. The College's Harassment and Discrimination Policy can be found in the School Catalog. Faculty and staff may refer to the Employee Handbook for additional information pertaining to this policy and the filing of complaints.

Sexual Offense Policy

Caris College seeks a safe and healthy environment for community members. The College will not tolerate any verbal or physical action by any student, faculty or staff member which harasses, disrupts or interferes with another's education or which

creates an intimidating, offensive or hostile environment. While all forms of harassment are prohibited, it is the College's policy to emphasize that sexual harassment is specifically prohibited.

Title IX Coordinator

All sexual violence and/or sexual harassment complaints can be filed through:

Brittany Coffey
Director of Academic Operations
A: 2780 Jefferson Centre Way, Suite 103 | Jeffersonville, IN 47130
P: 812.258.9510 ext. 103
F: 888.464.1253
E: bcoffey@cariscollege.edu

Title IX Overview

All student and employees are expected to adhere to the following policies during enrollment and/or employment at Caris College.

Caris College prohibits harassment of any kind, including, sexual harassment and sexual violence, domestic violence, dating violence, and stalking. Such behavior violates both law and Caris College policy. Caris College will respond promptly and effectively to all reports of discrimination, harassment, retaliation, and will take appropriate action to prevent, correct, and when necessary, discipline behavior that violates this policy.

In all cases, Caris College strongly encourages complainants to report sexual violence directly to the Title IX Coordinator. When a complainant tells the Title IX Coordinator or another Official with Authority about a sexual violence incident, the complainant has the right to expect Caris College to take immediate and appropriate steps to investigate what happened and to resolve the matter promptly and fairly.

To the extent possible, information reported to the Title IX Coordinator or other Official with Authority will be shared only with individuals responsible for handling Caris College's response to the incident, Caris College will protect the privacy of individuals involved in a sexual violence incident except as otherwise required by law or Caris College policy. A sexual violence report may result in the gathering of extremely sensitive information about individuals in the Campus community. No Caris College employee, including the Director of Academic Operations, should disclose the complainant's identity to the police without the complainant's consent or unless the alleged victim has also reported the incident to the police.

Non-Discrimination

Caris College does not discriminate on the basis of sex, gender, gender identity or sexual orientation in its education programs or activities. Title IX of the Education

Amendments of 1972[4], and certain other federal and state laws, prohibit discrimination on the basis of sex, gender, or sexual orientation in employment, as well as all education programs operated by Caris College and protects all people regardless of their gender or gender identity from sex discrimination, which includes sexual harassment and sexual violence.

Definition of Terms

Complainant is defined as an individual who is alleged to be the victim of conduct that could constitute sexual harassment. This allows any third party as well as the complainant the ability to report sexual harassment. At the time of filing a formal complaint, a complainant must be participating or attempting to participate in the education program or activity of the school which the formal complaint is filed.

Consent is defined as clear, knowing and voluntary agreement by an individual of legal age. Silence, on its own, cannot be interpreted as consent. Neither relationship nor prior permission implies future consent.

Dating Violence is defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. Dating violence includes, but is not limited to, sexual or physical abuse or threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.

Domestic Violence is defined as a felony or misdemeanor crime of violence committed

- By a current or former spouse or intimate partner 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 or intimate partner;
  By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, 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 in which the crime of violence occurred.

Education Program or Activity includes locations, events, or circumstances over which the school exercised substantial control over both the respondent and the context in which the sexual harassment occurs.

Force may include, but is not limited to, the use or display of a weapon, physical immobilization, threats, intimidation, or coercion. Another example of force is psychological pressure or any attempt to take advantage sexually of an individual under duress or incapable of deciding on his or her own. This includes situations in which an individual is under the influence of alcohol, drugs, or otherwise physically incapacitated.

https://www.justice.gov/crt/overview-title-ix-education-amendments-1972-20-usc-1681-et-seq

Formal Complaint is defined as a document filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment against a respondent and requesting that the school investigate the allegation of sexual harassment. A formal complaint may be filed with the Title IX Coordinator in person, by mail, or by electronic mail, by using the contact information listed for the Title IX Coordinator. A document filed by a complainant means a document or electronic submission [such as by email or through an online portal provided for this purpose by the school] that contains the complainant's physical or digital signature, or otherwise indicates the complainant is the person filing the formal complaint.

Hazing is defined as any intentional, knowing, or reckless act committed by an individual, acting alone or with a group, directed against a student or prospective student, that endangers the mental or physical health or safety of a student for the purpose of pledging, being initiated into, affiliating with, holding office in, or maintaining membership in any organization or group operating under the sanction of Caris College.
Hazing includes, but is not limited to:

- Physical Abuse: Any brutality of a physical nature, such as whipping, beating, branding, exposure to the elements, or forced physical activity.
- Forced Consumption: Forced consumption of any food, liquor, drug, or other substance, or any other forced activity which could adversely affect the physical health or safety of the individual.
- Mental Duress: Any activity that would subject the individual to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, conspicuous disruption of public performance, or any activity that induces shame, humiliation, or severe emotional distress.
- Illegal Acts: Any activity that induces, causes, or requires the student to perform a duty or task that involves a violation of municipal, state, or federal law.

Notice or Report is defined as a report of sexual harassment to the Title IX Coordinator or any official of the school who has authority to institute corrective measures on behalf of the school. This notice or report charges a school with actual knowledge and triggers the school's response obligations.

Respondent is defined as an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.

Sexual Assault is a sexual act committed or attempted against one's will. It includes a range of acts from unwelcome sexual touching to forced sexual intercourse. Sexual assault refers to any sexual act without the explicit consent of the recipient.

Sexual Harassment is defined to broadly include any of three types of misconduct on the basis of sex, all of which jeopardize the equal access to education that Title IX is designed to protect: Any instance of *quid pro quo* harassment by a school's employee; any unwelcome conduct that a reasonable person would find so severe, pervasive, and objectively offensive that it denies a person equal educational access; any instance of sexual assault [as defined in the Clery Act], dating violence, domestic violence, or stalking as defined in the Violence Against Women Act [VAWA].

Sexual Offense is defined by the FBI's National Incident-Based Reporting System [NIBRS] edition of the Uniform Crime Reporting [UCR] program as any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

Stalking is engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others or suffer substantial emotional distress.

Supportive Measures is defined as individualized services reasonably available that are non-punitive, non-disciplinary, and not unreasonably burdensome to the other party while designed to ensure equal educational access, protect safety, or deter sexual harassment. The purpose of supportive measures is equal access to education. Supportive measures may include but are not limited to counseling, course-related adjustments, modifications of work or class schedules, increased security and monitoring of certain areas on campus, and mutual restrictions on contact between the parties.

Title IX of the Education Amendments Act of 1972 or Title IX is a federal law that states no person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance. Title IX applies to all of a school's education programs or activities, whether such programs or activities occur on-campus or off-campus.

Title IX Personnel are individuals designated by the school to participate in Title IX dealings which may include but are not limited to Title IX Coordinators, investigators, decision-makers, and people who may facilitate any informal resolution process. Title IX personnel are required to be free from conflicts of interest or bias for or against complainants or respondents. All Title IX personnel are required to be trained on, but not limited to, the following: definition of sexual harassment, the scope of the school's education programs or activities, issues of relevance, including how to apply the rape shield protections provided only for complainants, how to conduct an investigation and grievance process including hearings, appeals, and informal resolution processes, as applicable, how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias, and any technology to be used at a live hearing.
Evidence of training including but not limited to training materials will be posted on the Caris College website for members of the public to inspect.

Confidentiality

Due to the private nature of sexual offenses, Caris College strives to protect the confidentiality of victims and other necessary parties in the following ways:

- Caris College completes publicly available recordkeeping, including Clery Act reporting and disclosures, without the inclusion of personally identifying information about the victim, as defined in Section 40002(a)(20) of the Violence Against Women Act of 1994 (42 U.S.C.13925(a)(20))
- Caris College maintains as confidential any accommodations or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair the ability of the school to provide the accommodations or protective measures

Filing an Anonymous/Confidential Complaint

Conversations with a confidential resource are privileged communications and are not disclosed to others, including law enforcement or Caris College officials.

If a victim requests of the Title IX Coordinator or other Official with Authority that his/her identity remain completely confidential, Caris College cannot always honor that request and guarantee complete confidentiality. If a victim wishes to remain confidential or request no investigation be conducted or disciplinary action be taken, Caris College must weigh that request against the College's obligation to provide a safe, non-discriminatory environment for all students, employees, and third parties, including the victim. Under those circumstances, the Title IX Coordinator will determine whether the victim's request for complete confidentiality and/or no investigation can be honored under the facts and circumstances of the particular case, including whether the College has a legal obligation to report the incident, conduct an investigation, or take other appropriate steps. Without information about a victim's identity, the College's ability to meaningfully investigate the incident and pursue disciplinary action against the perpetrator may be severely limited.

Filing a Criminal Complaint and Statistic Reporting

Victims have a right to pursue criminal charges [in cases involving sexual violence] whether or not they choose to pursue Caris College disciplinary charges. Caris College does not employ on-campus police officers. Therefore, the closest law enforcement dispatch service can be notified of the occurrence. If a student prefers to notify law enforcement directly, Caris College will assist the student in notifying these authorities. If a student or employee needs assistance in filing a criminal complaint to local law enforcement, he/she may contact the Title IX Coordinator.

If a victim reports to local law enforcement, the police are required to notify victims their names will become a matter of public record unless confidentiality is requested. If a victim requests his/her name be kept confidential, his/her name will not become a matter of public record and the police will not report the victim's identity to anyone else at Caris College. Caris College is required by the federal Clery Act to report certain types of crimes [including certain sex offenses] in statistical reports, However, while Caris College will report the type of incident in the annual crime statistics report known as the Annual Security Report, victims' names/identities will not be revealed.

Reporting Procedures for Caris College Investigation

Victims are not required to file a complaint but are encouraged to do so. Regardless if a victim chooses to report sexual harassment or sexual violence, reasonable available accommodations or supportive measures will be provided to the victim upon request. In addition to or instead of filing a criminal complaint, students or employees who feel they have been a victim of sexual harassment or sexual violence have the right to file a

complaint with Caris College at any time, even if the police concluded there is not sufficient evidence for a criminal charge. When a student or employee reports to Caris College he/she has been a victim of dating violence, domestic violence, sexual assault or stalking, whether the offense occurred on or off campus, Caris College will provide him/her with a written explanation of his/her rights and options.

Any person may report sex discrimination, including sexual harassment [whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment], in person, by mail, by telephone, or by email, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report. Such a report may be made at any time, including during non-business hours, by using the telephone number or email address, or by mail to the office address, listed for the Title IX Coordinator. The Title IX Coordinator will contact local law officials, if deemed necessary.

Caris College will respond promptly to any Title IX sexual harassment in a manner that is not deliberately indifferent, which means in a way that is not clearly unreasonable in the light of the known circumstances.
In the event a sexual offense occurs and the complainant wishes to report, the following procedures will be carried out:

1. It is crucial to preserve evidence of the alleged criminal offense. Therefore, Caris College officials will immediately coordinate the transportation of victims to a local healthcare facility for examination, if necessary. Law officials may also be contacted to complete the investigation.
2. The Title IX Coordinator will promptly contact the complainant to discuss the availability of supportive measures, consider the complainant's wishes with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint.
3. The Title IX Coordinator will inform the complainant of the initiation of an investigation prior to starting an investigation and will, to the extent possible, only share information with people responsible for handling the College's response to the incident. The Title IX Coordinator will remain mindful of the complainant's well-being and will take ongoing steps to protect the complainant from retaliation or harm, and work with the victim to create a safety plan.
4. Retaliation against the complainant or respondent, whether by students, employees or third parties, will not be tolerated.

Informal Resolution

Caris College may use discretion to choose to offer and facilitate informal resolution options, such as mediation, so long as both parties give voluntary, informed, written

consent to attempt informal resolution. Any person who facilitates an informal resolution will be well trained in mediation methods. At any time prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process and resume the grievance process with respect to the formal complaint.

Caris College does not offer or facilitate an informal resolution process to resolve allegations an employee sexually harassed a student. The school will not require as a condition of enrollment or continuing enrollment, or employment or continuing employment, or enjoyment of any other right, waiver of the right to a formal investigation and adjudication of formal complaints of sexual harassment. Similarly, Caris College does not require the parties to participate in an informal resolution process and may not offer an informal resolution process unless a formal complaint is filed.

Investigating a Formal Complaint, Grievance Procedures, and Disciplinary Actions

In the event an alleged sexual offense is reported through a formal complaint, Caris College Title IX personnel will investigate the incident and take full disciplinary action up to and including immediate expulsion from school. All complainants will be treated equitably by providing remedies any time a respondent is found responsible. All respondents will be treated equitable by not imposing disciplinary sanctions without following the investigation or grievance process fully. All investigations include the presumption the respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the investigation or grievance process.

The burden of gathering evidence and burden of proof is the responsibility of Caris College and not on either the complainant or the respondent. The investigation requires objective evaluation of all relevant evidence, inculpatory and exculpatory, and will avoid credibility determinations based on a person's status as complainant, respondent, or witness. Caris College has chosen to use the preponderance of the evidence standard for all formal complaint of sexual harassment [including where employees and faculty are respondents]. The evidence standard for all formal complaints of sexual harassment whether the respondent is a student or an employee [including faculty member].

Institutional investigation and grievance procedures include the following:

1. All complainants and respondents will be sent a written notice of the allegations upon receipt of a formal complaint. Caris College may choose to consolidate formal complaints where the allegations arise out of the same facts. This notice will also include, but is not limited to, the following information: discussion of the formal complaint process, including any informal resolution options; the allegations of sexual harassment; respondent innocence statement; advisor and evidence statement; and code of conduct statement that prohibits making false

statements or knowingly submitting false information. If, in the course of an investigation, Caris College decides to investigate allegations about the complainant or respondent not included in the initial written notice, the institution must provide an updated written notice to the parties detailing the new allegations.

2. The Title IX Coordinator and other designated officials will evaluate the alleged occurrence reviewing the incident and surrounding factors/evidence. Protection of a party's medical, psychological, and similar treatment records by stating schools cannot access or use such records unless the school obtains the party's voluntary, written consent to do so.
3. Caris College will send written notice of any investigative interviews, meetings, or hearings including the date, time, location, participants, and purpose to any and all parties whose participation is invited or expected. All meetings conducted for the investigation by any Title IX personnel will be recorded and preserved for documentation.
4. The complainant and the respondent have an equal opportunity to present fact and expert witnesses and other inculpatory and exculpatory evidence. Caris College does not restrict the ability of the parties to discuss the allegations or gather evidence [e.g., no "gag orders"].
5. The complainant and the respondent have the same opportunity to select an advisor of the party's choice, who may be, but need not be, an attorney.
6. Caris College will send the parties and their advisors, evidence directly related to the allegations, in electronic format or hard copy, with at least ten [10] days for the parties to inspect, review, and respond to the evidence.
    a. Caris College will make all such evidence subject to the parties' inspection and review available at any hearing to give each party equal opportunity to refer to such evidence during the hearing, including for purposes of cross-examination.
7. Caris College will send the parties and their advisors an investigative report that fairly summarizes relevant evidence, in electronic format or hard copy, with at least ten [10] days for the parties to respond.
8. At this time, a live hearing with cross examination session is required to be completed and will be scheduled by Title IX personnel within ten [10] days of deadline for investigative report responses.
    a. Live hearings may be conducted with all parties physically present in the same geographic location or, at the school's discretion, any or all parties, witnesses, and other participants may appear at the live hearing virtually. Caris College will create an audio or audiovisual recording, or transcript, of any live hearing.
    b. At the request of either party, the recipient must provide for the entire live hearing [including cross-examination] to occur with the parties located in separate rooms with technology enabling the parties to see and hear each other.
    c. At the live hearing, the decision-makers of the Title IX personnel must

permit each party's advisor to ask the other party and any witnesses all relevant questions and follow-up questions including those challenging credibility.

d. Such cross-examination at the live hearing must be conducted directly, orally, and in real time by the party's advisor of choice and never by a party personally.
e. Rape shield protections for complainants deeming irrelevant questions and evidence about a complainant's prior sexual behavior unless offered to prove someone other than the respondent committed the alleged misconduct or offered to prove consent.
f. Only relevant cross-examination and other questions may be asked of a party or witness. Before a complainant, respondent, or witness answers a cross examination or other question, the decision-maker must first determine whether the question is relevant and explain to the party's advisor asking cross-examination questions any decision to exclude a question as not relevant.
g. If a party does not have an advisor present at the live hearing, Caris College must provide, without fee or charge to that party, an advisor of the school's choice who may be, but is not required to be, an attorney to conduct cross-examination on behalf of that party.
h. If a party or witness does not submit to cross-examination at the live hearing, the decision-maker(s) must not rely on any statement of that party or witness in reaching a determination regarding responsibility; provided, however, the decision-maker(s) cannot draw an inference about the determination regarding responsibility based solely on a party's or witness's absence from the live hearing or refusal to answer cross-examination or other questions.

9. Upon final determination of the institution disciplinary proceeding regarding alleged dating violence, domestic violence, sexual assault or stalking; Caris College will enforce the maximum penalty up to and including, expulsion from school. Violators are also subject to state and federal sanctions pertaining to their offense.
10. The decision-maker [who cannot be the same person as the Title IX Coordinator or the investigator] must issue a written determination regarding the responsibility with findings of fact, conclusions about whether the alleged conduct occurred, rationale for the result as to each allegation, any disciplinary sanctions imposed on the respondent, and whether remedies will be provided to the complainant. This written determination must be sent simultaneously to the parties along with information about how to file an appeal.
    a. Caris College will enforce the maximum penalty up to and including, expulsion from school. Violators are also subject to state and federal sanctions pertaining to the offense. Individuals alleged to have committed sexual violence may face criminal prosecution by law enforcement and may incur penalties as a result of civil

Students and employees charged with sex discrimination, sexual harassment or sexual violence will also be subject to discipline, pursuant of Caris College policies and will be subject to appropriate sanctions. In addition, employees and students may face discipline/sanctions at Caris College. Employees may face sanctions up to and including termination. Students may face sanctions including but not limited to the following: loss of financial aid, educational and remedial sanctions, denial of access to campus or persons, disciplinary probation, suspension, expulsion, and/or administrative hold and withholding a certificate/diploma/degree.

11. Retaliation against the complainant or respondent, whether by students, employees or third parties, will not be tolerated.

Dismissal of a Formal Complaint

Caris College is required to investigate the allegations in all formal complaints. The school must dismiss a formal complaint of sexual harassment "for purposes of sexual harassment under Title IX" if the alleged conduct does not meet the following criteria: would not constitute sexual harassment even if proved, did not occur in the school's education program or activity, or did not occur against a person in the United States. A dismissed formal complaint does not exclude action under another provision of Caris College's Code of Conduct.

Caris College may additionally dismiss a formal complaint of sexual harassment under Title IX if, at any time: a complainant notifies the Title IX Coordinator or personnel in writing that he/she would like to withdraw; the respondent is no longer enrolled or employed by the school; or specific circumstances prevent the school from gathering sufficient evidence to reach a determination.

Upon a required or optional dismissal, Caris College will promptly and simultaneously send written notice to the parties.

Appeal Process

Caris College offers both parties an appeal from a determination regarding responsibility and from a school's dismissal of a formal complaint or any allegations therein, on the following basis: procedural irregularity that affected the outcome of the matter, newly discovered evidence that could affect the outcome of the matter, and/or Title IX personnel had a conflict of interest or bias, that affected the outcome of the matter.

Any appeal must be in writing and must be received by the Registrar no later than ten [10] business days after receiving notification of his/her dismissal from the school or the dismissal of a formal complaint. The letter must include an explanation of the base of the appeal, which is limited to the following: procedural irregularity that affected the outcome of the matter, newly discovered evidence that

could affect the outcome of the matter, and/or Title IX personnel had a conflict of interest or bias, that affected the outcome of the matter. Documentation to support the appeal letter is also required.

The other party will be notified in writing when an appeal is filed. Appeal procedures will be implemented equally for both parties. The decision-maker for the appeal is not the same person as the hearing officer, the investigator, or the Title IX Coordinator and will be free of bias and conflict of interest and meets the Title IX personnel training requirements. Both parties will be given ten [10] days to submit a written statement in support of, or challenging, the original outcome.

Both parties will receive simultaneously a written notification including the result of the appeal and the rationale within five [5] business days of the deadline to respond to the initial appeal notification letter. The appeal decision is final and may not be further appealed.

Retaliation Prohibited

No person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in a Title IX investigation, proceeding, or hearing.

1. Charging an individual with code of conduct violations that do not involve sexual harassment but arise out the same facts or circumstances as a report of formal complaint of sexual harassment, for the purpose of interfering with any right or privilege secured by Title IX constitutes retaliation.
2. Caris College must keep the following information confidential: the identity of complainants, respondents, and witnesses. Exceptions may be permitted by FERPA, as required by law, or as necessary to carry out a Title IX processing.
3. Complaints alleging retaliation may be filed according to Caris College's prompt and equitable grievance procedures.
4. The exercise of rights protected under the First Amendment does not constitute retaliation.
5. Charging an individual with a code of conduct violation for making a materially false statement in bad faith in the course of a Title IX grievance proceeding does not constitute retaliation; however, a determination regarding responsibility, alone, is not sufficient to conclude any party made a bad faith materially false statement.

Sexual Harassment Recordkeeping

For each sexual harassment complaint, Caris College must maintain records for seven [7] years including: records of any actions, including supportive measures, taken in response to a report or formal complaint of sexual harassment; the basis for the school's conclusion that its response was not deliberately indifferent; documentation the school took measures to restore or preserve equal access; and if the school did not

provide supportive measures, the reasons why such a response was not clearly unreasonable in light of the known circumstances. If there was an adjudication, the records also must contain any: determination regarding responsibility; audio or audiovisual recording or transcript; disciplinary sanctions imposed on the respondent; remedies provided to the complainant; appeal and result; and information resolution and the result.

Apart from any specific proceeding, Caris College must also keep for seven [7] years, all materials used to train Title IX Coordinators, investigators, adjudicators, and any person who facilitates an information resolution process. These training materials are publicly available on the Caris College website.

Sex Offense Registry

The Federal Campus Sex Crimes Prevention Act of October 2000 requires higher education institutions to identify where information pertaining to registered individuals convicted of certain sexual offenses may be obtained. Individuals convicted of these crimes are obligated to not only register with the State of Indiana, but provide notice to their place of employment, vocation, education or volunteer service. For the list of registered sex offenders or crime statistics within Kentuckiana and elsewhere, please refer to:

- Kentucky - http://kspsor.state.ky.us/
- Indiana - http://www.icrimewatch.net/indiana.php

Other state registries may be accessed through https://www.fbi.gov/scams-and-safety/sex-offender-registry

Important Notification Numbers

Receptionist Desk	Director of Academic Operations	Assistant Campus Director
(812) 258-9510	(812) 258-9510 ext. 103	(812) 258-9510 ext. 101

Off-Campus Resource 24/7
Sexual Assault Crisis Hotline
(888) 293-2080

Weapons and Firearms Policy

The possession or use of firearms, explosives, dangerous chemicals, other dangerous weapons or instruments used to simulate or reasonably may be identified as weapons are prohibited on Caris owned or controlled property except as they may be required for law enforcement and/or duty authorized security personnel.

Reporting of Criminal Incidents or Campus Safety Concerns

The cooperation and involvement of faculty, staff and students is absolutely necessary to maintain an effective security program. To minimize the chances of becoming a victim of a random theft, Caris College urges you to be mindful of your surroundings and assume responsibility for the safeguarding of personal property. Items of value, such as laptops, equipment, cell phones, wallets and book bags, should never be left unattended. If you left an item unattended and are a victim of theft, check with the Registrar/Bursar to see if the item(s) has been returned.

The Caris community and guests are strongly encouraged to report all safety and security incidents, hazards, suspicious activity, or damage to property immediately to a Campus Administrator.

A criminal incident that occurs off-campus should be reported directly to local law enforcement by dialing 911. Notification regarding student off-campus criminal behavior may be reported by the local law enforcement to the College, as a courtesy, and could result in judicial proceedings. There is not, however, an official local law enforcement policy regarding mandatory notification to higher educational institutions.

Confidential Reporting Procedures

If a student, who is a victim of a crime, does not want to pursue action within the College or the criminal justice system, you may still want to consider making a confidential report with a Campus Safety and Security Authority. With permission, a detailed report will be filed without revealing your identity. With such information, the College can keep accurate record of the number of incidents involving students; determine the pattern of crimes with regard to a particular location, assailant critical information; and also alert the campus of potential danger. All reports filed in this manner are counted and disclosed in the Annual Crime Statistics Report for the institution.

Campus Security Authorities

Crimes may be reported to the following individuals:

Director of Academic Operations
(812) 258-9510 ext. 103

Campus Director
(812) 258-9510 ext. 101

Daily Crime Log

Caris College maintains a database, which archives all crimes reported to the Campus, except when disclosure of such information is prohibited by law or such disclosure would jeopardize the confidentiality of the victim. Information may be temporarily withheld if release of such information would: (a) jeopardize an ongoing criminal investigation or the safety of an individual; (b) cause a suspect to flee or evade

detection; or (c) result in the destruction of evidence. The crime log data consists of the nature, date, time and general location of the crime and the disposition of the complaint, if known. Logs are available for review through the Assistant Campus Director.

Timely Warning of Criminal Activity

In accordance with the Clery Act, the College will generate an emergency notification upon receiving notice from a College member or the local law enforcement of a crime that is occurring in or around our campus that represents an ongoing or a continuous threat to the College community. Faculty, staff and students will be notified either through email, the emergency notification system, posted bulletins, the College website, and/or the College's social media pages.

Consideration will be given to the privacy needs of victims, incidents that do not justify an emergency notification but involve physical assault and/or physical contact of a rude, insolent or angry manner will be shared with the Campus community with the goal of heightening safety awareness.

Crime Prevention & Safety Awareness Programs

The College conducts presentation and distributes material at new student orientations throughout the year on preventive programs that include:

- Reporting suspicious behavior or incident
- Emergency response
- Emergency Notification System

Crime Statistics Categories and Recording Measures

Statistical crime data is provided for the past three calendar years in accordance with the standards and guidelines used by the FBI Uniform Crime Reporting Handbook and the federal laws articulated in the Jeanne Clery Act. Data included in the statistics column for Murder/Non Negligent Manslaughter, Negligent Manslaughter, Sex Offenses, Aggravated Assault, Larceny/Theft, Intimidation, Simple Assault, Vandalism and Motor Vehicle Thefts represent the number of victims in the crime occurrence. Similarly, cases involving arrests for Liquor Law, Drug Law and Illegal Weapons violations are recorded per person. Statistics captured under "Referred for Disciplinary Action" reflect the number of individuals in a reported incident submitted to a campus official authorized to administer and maintain a record of a disciplinary action. Statistics recorded for Robbery, Burglary and Arson indicate the number of occurrences only.

Geographic Locations

Crime statistics are categorized in three[1] locations:

- On Campus: Any building or property owned or controlled by an institution of higher education within the same reasonably contiguous geographic area of the institution and used by the institution in direct support of, or in manner related to, the institution's educational purposes, including residence halls; and any building or property within the same reasonable contiguous geographic area of the institution that is owned by the institution but controlled by another person, is used by students, and supports institutional purposes.
- Non-Campus: Any building or property owned or controlled by a student organization recognized by the institution; and any building or property [other than a branch campus] owned or controlled by an institution of higher education 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 reasonable 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.

[1] Caris does not provide residential facilities for students on campus, and therefore crime statistics are not provided for this category.

Caris College Campus Crime Statistics

Crime Statistics Reported									
Crime Category/ Year	On Campus			Non-Campus			Public Property		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Arson	0	0	0	0	0	0	0	0	0
Assault Agg=Aggravated Simp=Simple	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Criminal Damage	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0
Hazing	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Murder	0	0	0	0	0	0	0	0	0
Reckless Homicide	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Sex Offenses (Forcible) RP=Rape F=Fondling	0	0	0	0	0	0	0	0	0
Sex Offenses (Non-Forcible)	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Terroristic Threatening	0	0	0	0	0	0	0	0	0
Theft	0	0	0	0	0	0	0	0	0
Wanton Endangerment	0	0	0	0	0	0	0	0	0
Weapons Violation	0	0	0	0	0	0	0	0	0
Drug Referrals	0	0	0	0	0	0	0	0	0
Liquor Referrals	0	0	0	0	0	0	0	0	0
Liquor Violation Arrests	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0

There were no crimes to report regarding bias or hate in nature. There were no hazing related incidents to report. In accordance with the Crime Awareness and Campus Security Act of 1990, Caris College provides crime statistics and information regarding its security program to prospective students, current students, and employees.

Public Property statistics were furnished by the Jeffersonville Police Department.

Questions regarding this report should be directed to:

Campus Director
Caris College
2780 Jefferson Centre Way, Suite 103
Jeffersonville, IN 47130
(812) 258 9510

Definitions per the Uniform Crime Reporting Handbook

Arson

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

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 and probably would result in serious personal injury if the crime were successfully completed.]

Burglary

The unlawful entry of a structure to commit a felony or 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.

Criminal Homicide-Manslaughter by Negligence

The killing of another person through gross negligence.

Criminal Homicide-Murder and Non-Negligent Manslaughter

The willful [non-negligent] killing of one human being by another.

Drug Abuse Violations

Violations of State and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include; opium, cocaine and their derivatives [morphine, heroin, codeine]; marijuana; synthetic narcotics [Demerol, methadone]; and dangerous non-narcotic drugs [barbiturates, Benzedrine].

Liquor Law Violations

The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. [Drunkenness and driving under the influence are not included in this definition.]

Motor Vehicle Theft

The theft or attempted theft of a motor vehicle. [Classify as motor vehicle theft when all cases where automobiles are taken by persons not having lawful access even though vehicles are later abandoned, including joyriding.]

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.

Sex Offenses – Forcible

Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

1. Forcible Rape – The carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against that person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity [or because of his/her youth].
2. Forcible Sodomy – Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against that person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
3. Sexual Assault with an Object – The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
4. Forcible Fondling – The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Sexual Offenses – Non-Forcible

Unlawful, non-forcible sexual intercourse

1. Incest – Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
2. Statutory Rape – Non-forcible sexual intercourse with a person who is under the statutory age of consent.

Stalking

Stalking is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to:

- Fear for his/her safety or the safety of others; or
- Suffer substantial emotional distress

Cyber-stalking is an extension of the physical form of stalking and is unacceptable at any level. Using electronic media such as the Internet, social networking sites, cell phones or similar devices or mediums to pursue, track, harass, monitor or make unwanted contact with another person is a violation of the stalking policy.

Weapon Law Violations

The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.

Dating Violence

Dating Violence means violence by a person who has been in a romantic or intimate relationship with the victim. Whether there was such a relationship will be gauged by its length, type and frequency of interaction.

Domestic Violence

Domestic Violence includes asserted violent misdemeanor and felony offenses committed by the victim's current or former spouse or intimate partner, current or former cohabitant, person with whom the victim shares a child in common, person similarly situated under domestic r family violence law, or anyone else protected under domestic or family violence law.