The safety of our campus — and everyone who lives, works, learns and visits here — is our highest priority. A university can't fulfill its mission if people don't feel safe. That's why we have one of the best trained and equipped university police forces in the country and a dedicated group of faculty, staff and administrators focused on making our campus safer through crime prevention and collaboration.

Your help also is essential — we all share the responsibility to keep UCF safe. Please read and follow the suggestions in this guide.

By working together, we can make sure our campus is one where everyone feels welcome and able to be their best selves.

Go Knights, and Charge On!

Dale Whittaker, President

The UCF Police Department is an accredited, full-service police department that provides law enforcement services to the UCF community. Our mission is to reduce crime and the fear of crime by providing a safe environment for everyone at UCF.

This means hiring officers and staff who fit our university; providing them with the finest training, equipment and leadership; and partnering with the campus community to achieve our safety and security goals.

With more than 67,500 students, 12,000 employees, and thousands of campus visitors, UCFPD has a big job in keeping the campus safe. We rely on our more than 75 sworn officers; an exceptional support staff; and campus, community and law enforcement partners to support the secure, inclusive and welcoming campus environment we all enjoy.

Transparency and communication are important to me, and the Annual Security and Fire Safety Guide is UCF’s way of keeping the community informed about crime and safety resources. UCFPD provides regular programming to increase the campus community’s knowledge of safety and crime prevention, and we take proactive steps to address crimes that are not uncommon on a college campus.

My goal for the police department is to become the most progressive, innovative and professional campus police department in the country. I encourage you to use this guide to advocate for your own personal safety and to assist us in keeping UCF safe.

Charge On!

Chief Metzger
CAMPUS SECURITY & FIRE SAFETY STATISTICS

The Campus Security Act requires colleges and universities to:

- Publish an annual report by October 1 that contains three years of campus crime and fire statistics, certain campus security policies and fire prevention statements.
- Disclose crime statistics for campus, public areas immediately adjacent to or running through the campus, non-campus facilities and remote classrooms.
- Issue campus alerts to provide the campus community with information necessary to make informed decisions about their health and safety.
- Publish on-campus housing fire statistics from the three most recent calendar years, and fire drills from the previous year.
- Compile, prepare and distribute this report by working with local law enforcement and other university officials who have significant responsibility for student and campus activities.

Members of the UCF community are encouraged to use this report as a guide for safe practices on and off campus. The Annual Security and Fire Safety Guide is published by the UCF Police Department and is available online at https://police.ucf.edu/crime-statistics. The Police Department policy requires campus crime data, relative to the Clery Act, be compiled and electronically submitted annually to the Department of Education. Crime statistics are gathered for properties owned or controlled by UCF that are used for institutional and educational purposes, as well as public property within or immediately adjacent to and accessible from campus. This data is compiled through reports made to the UCF Police Department and other law enforcement agencies. Fire statistics are compiled by gathering reports from UCF and Orange County Fire Department. For a printed copy of this report, please visit the UCF Police Department located at 3610 Libra Drive, Orlando, FL 32816, or one may be requested by contacting clery@ucf.edu

MISSION, VALUES, VISION, & GOALS

MISSION

The University of Central Florida Police Department provides high-quality, professional crime prevention, protection, and law enforcement services to maintain and promote human safety and the security of property for the UCF campus and its associated locations. The department facilitates the achievement of the academic, research, and public service mission of the university through its safety and security programs, the protection of individual rights, and reducing the fear of crime.

This mission is accomplished through the direct provision of traditional law enforcement and emergency services, and the design and delivery of proactive educational, outreach and crime prevention programs for a broad and diverse campus community. The UCF Police department maintains excellent working relationships with local law enforcement agencies, including but not limited to Orange County Sheriff’s Office, Seminole County Sheriff’s Office, Orlando Police Department, Oviedo Police Department, Florida Highway Patrol and the Florida Department of Law Enforcement. The UCF Police Department also has legal agreements with neighboring law enforcement agencies to help accomplish this mission. Criminal activity at off campus locations involving student organizations officially recognized by UCF are monitored and recorded through local law enforcement agencies.

Additionally, the UCF Police Department provides services, develops programs, and trains its sworn and civilian staff members with sensitivity to the unique concerns of the university community. UCF police officers enforce federal laws, Florida state laws, local ordinances and institutional policies. Under the provisions of FSS 1012.97 UCF Police are declared to be law enforcement officers of the state and conservators of the peace and have the right to arrest, in accordance with the laws of this state, any person for violation of state law or applicable county or city ordinances when such violations occur on or within 1,000 feet of any property or facilities that are under the guidance, supervision, regulation, or control of the state university, a direct-support organization of such university, or any other organization controlled by the state university, or when such violations occur within a specified jurisdictional area as agreed upon in a mutual aid agreement entered into with another law enforcement agency.

VALUES

In carrying out its stated mission, all members of the department strive to embrace the following core values:

- Accept responsibility for our actions.
- Maintain open lines of communication within the community and the department.
- Demonstrate a commitment to excellence.
- Solve problems in the best interests of the community.
- Demonstrate sensitivity to differing points of view.

VISION

The UCF Police Department will grow with the needs of an expanding metropolitan university. The UCF Police Department will augment services for commuting students and students residing on campus. Through continued documentation, review, and planning, the department will be cognizant of services that are required by the university. Those services will be provided by a well-trained, well-equipped, and professional law enforcement department.

GOALS

- Increase police coverage for the university community by expanding programs currently offered and adding new services as required.
- Increase communications by routinely publishing information on crime prevention and awareness, and by providing educational programs to increase the community’s knowledge and safety as it relates to police services.
- Meet the challenges of maintaining and improving law enforcement services by aggressively seeking, employing, and retaining high-quality law enforcement professionals.
- Continually train all officers to be knowledgeable of current laws and procedures.
- Ensure that the department’s members represent the constituency it serves and do not discriminate.
- Maintain and upgrade communication, alarm, and surveillance systems, patrol vehicles, and other police equipment needed to effectively provide comprehensive police service.
UCF is committed to providing a safe working and learning environment, for the protection of all members of the University community and to ensure compliance with federal legislation. UCF has developed a Comprehensive Emergency Management Plan (CEMP), which outlines key operational responsibilities in the event of an emergency on campus. Emergency response and evacuation procedures are identified in the CEMP, and are to be followed in the event of a campus emergency. The CEMP identifies key emergency support responsibilities as coordinated with the appropriate UCF departments, as well as local, state, and federal agencies. The CEMP is available at www.emergency.ucf.edu.

WHAT IS UCF ALERT?

UCF Alert is a multimedia communication system that provides timely and accurate information about emergency situations that could impact the University and is activated primarily for life safety situations.

The UCF Police Department, the UCF Department of Security and Emergency Management, and UCF Communications determine which communication tools will be used during an emergency. If these departments receive information about an immediate threat to the UCF campus, they will confirm that a threat exists, determine the appropriate segment or segments of the campus community to receive the information, if the threat is limited to a certain building or segment, as well as determine the content of the notification and initiate some or all of the notification systems as described below. These entities work together to provide timely and accurate information to the UCF community. All incidents will be evaluated on a case-by-case basis to determine if there is an ongoing threat to the community exists. For example, if an assault occurs between two students who have a disagreement, there may be no ongoing threat to other UCF community members and a UCF Alert would not be distributed. In cases involving sexual assault, they are often reported long after the incident occurred, thus there is no ongoing threat to distribute a UCF Alert to the community. Sex offenders will be considered on a case-by-case basis depending on when and where the incident occurred, when it was reported, or if information known by the UCF Police, and the determination of an ongoing threat to the UCF Community.

UCF will immediately notify the campus community, upon the confirmation of a significant emergency or dangerous situation occurring on UCF’s campuses, which involve an immediate threat to the health or safety of students, faculty, and staff so that they may take reasonable precautions for safety, unless the notification at that time will compromise efforts to contain the emergency. Only authorized personnel can operate, activate, or de-activate the UCF ALERT system. Each individual who has the authority to activate the UCF ALERT system has the responsibility of ensuring that it is activated primarily for life safety situations and is not used for routine notifications. Depending on the scale and type of emergency, some or all systems will be used for emergency notifications. The deactivation of the UCF ALERT system will be done in stages, depending on the scale and type of emergency. A large-scale emergency will require that some UCF Alert systems remain active until the entire UCF community is aware of its current status. For example: the UCF Emergency Home Page may be used to provide information to faculty and staff members and students after the campus has been deemed safe by the appropriate authority. Incidents which prompt a UCF Alert include, but are not limited to:

- Any of the Clery Reportable Crimes (muder and non-negligent manslaughter, negligent manslaughter, forcible sexual offenses, robbery, aggravated assault, burglary, motor vehicle theft and arson)
- An outbreak of a serious illness
- Approaching tornado, hurricane or other extreme weather condition
- Earthquake
- Gas leak
- Terrorist incident
- Armed intruder
- Bomb threat
- Civil unrest or rioting
- Explosion
- Nearby chemical or hazardous waste spill

UCF Alert features several communication tools, including emails, text messages, web updates, social media, sirens, and more (see full notification list below). These notification procedures are described on an ongoing basis. These tests will be announced OR unannounced. In accordance with federal law, a summary of at least one test will be published on an annual basis.

At all times, the best source for official news and information is the UCF website www.ucf.edu. Members of the larger community, such as parents or campus neighbors can visit the UCF website to receive campus emergency information. The site will be updated during an emergency as information becomes available. Follow-up information pertaining to emergencies on campus will be disseminated using some or all of the notification systems described below.

For questions about UCF Alert and how it is used, contact UCF’s Department of Security and Emergency Management at 407-882-7111.

PRIMARY NOTIFICATIONS

These are the primary and immediate ways the campus community will be notified about an emergency on campus:

UCF Emergency Home Page (ucf.edu): The UCF home page will become the UCF Emergency home page during a major emergency, and will provide updates, instructions, and information to the UCF community. The UCF Police Department command staff, the police supervisor on duty, the senior police dispatcher on duty, the UCF Department of Security and Emergency Management, and UCF Communications have the authority to create and send messages using this system.

Mass Notification System (Giant Voice and Speaker Sirens): There are indoor and outdoor sirens on campus. These sirens will produce a tone followed by a voice message.

UCF Police Department command staff, the police supervisor on duty, the senior police dispatcher on duty, and the UCF Department of Security and Emergency Management have the authority to create messages for this system. Police dispatchers, the UCF Department of Security and Emergency Management, and UCF Communications have the authority to send messages using this system.

SMS Text Messaging: If you did not opt out, you will receive emergency notification via a text message on your cellphone. The UCF Police Department command staff, the police supervisor on duty, the senior police dispatcher on duty, and the UCF Department of Security and Emergency Management, and UCF Communications have the authority to create messages for this system. Police dispatchers and the UCF Department of Security and Emergency Management have the authority to send messages using this system.

Email: If you did not opt out, you will receive an email to any email account provided on your emergency contact information. If you do not have an email address, sign up for a free Knight’s email account. The UCF Police Department command staff, the police supervisor on duty, the senior police dispatcher on duty, the UCF Department of Security and Emergency Management, and UCF Communications have the authority to create messages for this system. Police dispatchers, the UCF Department of Security and Emergency Management and UCF Communications have the authority to send messages using this system.

Vehicle Public Address Speaker: When an isolated or targeted message may be required. University vehicles equipped with public address speakers (e.g. UCF Police vehicles) may utilize this method. The UCF Police Department command staff, the police supervisor on duty, the senior police dispatcher on duty, and the UCF Department of Security and Emergency Management have the authority to create messages for this system. Police dispatchers and the UCF Department of Security and Emergency Management have the authority to send messages using this system.

SECONDARY NOTIFICATIONS

These are other options UCF may use to keep the campus community informed of current events regarding an emergency on campus. Individual or all systems will be used depending on the scale and size of the emergency.

UCF Main Phone Line (407-823-2000): Recorded messages of current events and instructions will be posted here. The UCF main department command staff, the police supervisor on duty, the senior police dispatcher on duty, the UCF Department of Security and Emergency Management, and UCF Communications have the authority to create messages for this system. The UCF Department of Security and Emergency Management and UCF Communications have the authority to send messages using this system.

NOAA Weather Radios: UCF has National Oceanic and Atmospheric Administration (NOAA) programmable weather radios distributed throughout the campus.

In the event of severe weather, these radios will automatically sound the appropriate warning message. The National Weather Service Forecast Office in Melbourne, FL creates the content and activates messages sent using this system.
Depending on the nature and severity and UCF Communications have the authority to create messages of this system. The UCF Police Department, the senior police dispatcher on duty, the UCF Department command staff, the police supervisor on duty, the UCF Department of Security and Emergency Management, and UCF Communications, have the authority to create messages for this system. UCF Communications has the authority to send messages using this system.

What Should I Do When I Receive An Emergency Notification? This will depend on the message you receive, where you are at the time and the emergency situation. If you are on campus and hear or received on the following, please obey these instructions:

Building Evacuation Procedures:
- Leave building immediately when an alarm sounds or if you are instructed to do so by authorized emergency personnel
- Notify others on your way out
- Turn off equipment
- Secure hazardous operations, if possible
- Take important personal items
- Close doors behind the last person out
- Walk quickly to the nearest safe exit
- Do not use elevators, unless authorized emergency personnel tell you to do so
- Do not re-enter the building until authorized emergency personnel give the “All Clear” signal
- Report any missing or trapped persons to authorized emergency personnel
- Move away from the building
- Go to your evacuation meeting site and sign in
- Notify emergency personnel if anyone is waiting for assistance
- Even if you were not in your building when it was evacuated, go to your evacuation meeting site so someone can account for you.
- If you are required to leave the building immediately but are unable to do so (because of a physical disability, injury or obstruction):
  - Go to the nearest area where there are no hazards, such as a stairwell
  - Notify University Police at 911
  - Signal out the window to emergency responders, if possible
  - Remain calm, responders will arrive
  - Instructors and supervisors should be proactive and be aware of people who will need assistance.

Assisting Deaf/Hearing Impaired:
- Turn lights on and off to gain the person’s attention
- Indicate directions with gestures or a written note

Assisting Mobility-impaired/Wheelchair Users:
- Elevators should not be used to move people with disabilities
- Seek volunteers to assist students/personnel with physical disabilities to the nearest enclosed stairway or designated areas for rescue assistance
- One individual should remain with the person(s), if it can be done without unreasonable personal risk
- Others should advise emergency personnel of the location so that the evacuation can be completed
- If an imminent danger situation exists and the person requests assistance in evacuation before emergency personnel can arrive, assist in finding volunteers to evacuate the person per his/her instructions

SHELTER IN PLACE: WHAT IT MEANS TO SHELTER IN PLACE
Sheltering in place provides protection from external hazards, minimizes the chance of injury and/or provides the time necessary to allow for a safe evacuation. This should be done by selecting a small, interior room if possible, with no or as few windows as possible. When authorities issue directives to shelter-in-place, do not walk outdoors, take refuge indoors immediately.

A shelter in place order may be issued for several reasons:
- Active shooter
- Severe weather
- Hazardous materials
- Civil unrest
- Hostage situation
- Or any situation where it is best for you to stay where you are to avoid any outside threat

When a shelter in place notification occurs:
- Remain CALM
- Faculty should recommend to students and others not to leave or go outside
- If you are in dorm rooms, remain there
- Select a small interior room with no or few windows as possible
- Close and lock all windows, exterior doors, and any other openings that lead to the outside
- Stay away from all windows and doors
- Facilities Operations personnel or trained crisis coordinators should shut down all building ventilation fans and air conditioners, when and if appropriate
- If you are told there is danger of explosion, close the window shades, blinds, or curtains
- Select interior room(s) above the ground floor, with the fewest windows or air vents
- Room(s) should have adequate space for everyone to be able to sit down comfortably
- Avoid overcrowding by selecting several rooms when necessary.

For severe weather and civil unrest:
- Stay inside and move away from windows
- Close and lock all exterior doors and offices
- For extreme weather, relocate to lower levels in the building

For external chemical, biological or radiological incidents:
- Stay inside and move to an interior corridor or office
- Facilities Operations personnel or trained crisis coordinators may shut down all building ventilation fans and air conditioners, when necessary and appropriate
- Since many chemical agents are heavier than air, and tend to hold close to the ground move to higher levels of the building if possible to reduce the transfer of contaminated air from outside to inside
- Remain alert for instructions and updates as they become available from the emergency personnel and University administrators.

Media Release or Press Conference: Depending on the nature and severity of the emergency, the local media may post breaking news or periodic updates regarding an emergency at UCF. The UCF Police Department command staff, the police supervisor on duty, the UCF Department of Security and Emergency Management, and UCF Communications have the authority to create messages and send messages using this system.

Radio (89.9 WUCF): Depending on the nature and severity of the emergency, WUCF and local radio news stations may carry live breaking news or periodic updates regarding an emergency on campus. Their websites may also carry live streaming audio, audio clips, or text updates. The UCF Police Department command staff, the police supervisor on duty, the UCF Department of Security and Emergency Management, and UCF Communications have the authority to create messages for this system. The WUCF, director of radio and TV has the authority to send messages using this system.

Facebook: During an emergency official and consistent updates can be found on www.facebook.com/UCPF Police and www.facebook.com/UCF. The UCF Police Department command staff, the police supervisor on duty, the UCF Department of Security and Emergency Management, and UCF Communications have the authority to create messages for this system. The WUCF, director of radio and TV has the authority to send messages using this system.

Twitter: Keep up with UCF news and receive emergency notifications through social media by following @UCFPolice and @UCFFollow. The UCF Police Department command staff, the police supervisor on duty, the senior police dispatcher on duty, the UCF Department of Security and Emergency Management, and UCF Communications, have the authority to create messages for this system. UCF Communications has the authority to send messages using this system.

For university updates, visit ucf.edu.

If you are off campus and receive a UCF Alert, remain off campus and visit ucf.edu.

NOTE: If you are off campus and receive a UCF Alert, remain off campus and visit ucf.edu for university updates.

Assisting Visually Impaired:
- Clearly announce the type of emergency
- Offer your arm for guidance
- Tell the person where you are going and alert him/her to obstacles along the way
VICTIM SERVICES

Our mission is to collaborate with and empower individuals and organizations to eliminate violence in our community through advocacy, education and training.

Victim advocates provide free, CONFIDENTIAL services and are available 24/7 to students, faculty, staff, and visitors. An advocate can be reached by calling our 24/7 crisis hotline at 407-823-1200 or by texting 407-823-6868. Victim advocates are available to assist with a variety of issues arising as a direct result of a crime, violence, or abuse – with or without a police report.

SERVICES

- Crisis intervention
- Emotional support
- Reporting and disclosure options
- Personal advocacy
- Assistance filing injunctions for protection
- Safety planning
- Non-emergency campus medical appointments
- Referrals to on- and off-campus resources

Victim Services hosts special events and presentations to promote and educate the campus community and to promote the awareness of sexual assault/sexual harassment, and other forcible and non-forcible sexual offenses, dating violence, stalking, and violence prevention and bystander intervention.

Additional information regarding services, events and programs offered by the UCF Victim Services Department can be found by visiting the UCF Victim Services website at http://victimservices.ucf.edu/.

SEX OFFENSES

If you or someone you know has been directly impacted by sexual violence you are unsure about reporting to the police, please contact an advocate via our 24/7 crisis hotline at 407-823-1200 or TEXT 407-823-6868. Victim advocates can provide immediate assistance and support, as well as offer specific options and resources.

Recommendations for survivors of sexual violence:

- Call the 24/7 HOTLINE at 407-823-1200 or TEXT 407-823-6868.
- Provide their name and contact information.
- Complete a police report (recommended but not required).
- Do not shower or bathe.
- Do not change your clothing.
- Do not wash your body or clothes (saving clothing items, sheets, etc. can provide important evidence even if you delay reporting or disclosing).
- Do not alter/change the scene of the crime.
- Address health concerns as soon as possible (advocates can assist with related medical appointments on campus or off campus at the UCF Health Center 407-823-3850, or the local Sexual Assault Treatment Center 407-254-9470).
- Victim advocates will assist with notifying the UCF Police Department or local police if requested by the victim.
- Remember that support and assistance are only a phone call or text away.

VICTIM SERVICES CONTACT INFORMATION

24/7 HOTLINE: 407-823-1200
12201 Research Parkway, Suite 450
Orlando, FL 32826
Main Office: 407-823-2425
Office Hours: Monday – Friday 8 a.m. to 4:30 p.m.
http://victimservices.ucf.edu/

MISSING PERSONS

In compliance with Clery Act requirements, UCF will notify the emergency contact or a parent or guardian within 24 hours of when a student living in an on campus residential facility is determined missing.

If any member of the UCF community has reason to believe a student residing at UCF has been missing for 24 hours, they should contact the UCF Police Department immediately at 407-823-5555. The UCF Police Department will generate a missing person report and initiate an investigation.

Students residing on campus are instructed by the Department of Housing & Residence Life (DHRL) staff to register a confidential contact person(s) to be notified if the student is determined to be missing by UCF Police and local law enforcement agencies. Students can submit revised emergency contact information at any time through the myUCF portal. The myUCF portal provides students, and faculty and staff members with a personalized gateway to information and applications from one secure centralized location.

Student missing person contact information is confidential and is only accessible to authorized campus officials. Contact information will not be disclosed to anyone except law enforcement personnel in order to further a missing person investigation.

If the student has a designated contact person and they are determined to be missing, UCF will notify that contact person within 24 hours. For persons under age 18 and not emancipated, UCF will notify a parent or guardian as well as any additional contact persons designated by the student, within 24 hours of determination that the student is missing.

The DHRL will notify the UCF Police Department immediately that a student is missing, unless the UCF Police Department made the initial missing person determination.

Regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor, the DHRL will immediately inform the UCF Police Department of a missing student. The UCF Police Department will also notify the Orange County Sheriff’s Office within 24 hours after it has been determined that a student is missing.

THE CAMPUS SEX CRIMES PREVENTION ACT

Sections 1601 of Public Law 106-386 is a federal law enacted on October 28, 2000, which provides for the tracking of convicted, registered sex offenders enrolled as students at institutions of higher education, or working or volunteering on campuses. To search for an offender by name, neighborhood, university, or email/IM please visit http://offender.fidel.state.fl.us/offender/Search.jsp.

For more information, please contact Florida Department of Law Enforcement at: Florida Department of Law Enforcement (FDLE) Missing Persons and Offender Registration 2331 Phillips Road Tallahassee, FL 32308 1-888-367-3322 sexpred@fdle.state.fl.us
REPORTING CRIMINAL INCIDENTS & OTHER EMERGENCIES

All students, employees, and guests should promptly and accurately report crimes in progress, life and death situations, crashes with injuries, and other suspected emergencies or dangerous situations to 911. Dialing 911 on campus will contact University Police. Specify your location if you are calling from a cellphone. Stay on the line until the dispatcher locates your jurisdiction and tells you to hang up.

In response to reports of criminal activity, potential emergencies, or dangerous situations on campus, UCF Police Department will take the required action by either dispatching an officer, or asking the caller to report to UCF Police Department headquarters to file an incident report. Incidents should be reported even when the victim of a crime elects to or is unable (physically/mentally) to make a report. UCF Police Department investigators will investigate a report when it is deemed appropriate. Reporting incidents to the UCF Police Department is important to facilitate timely determination of the existence of a significant emergency or dangerous situation and assess for an emergency notification or timely warning notices to aid in the prevention of similar crimes. It also allows criminal offense information to be appropriately included in the annual disclosure of crime statistics.

All other police business (crimes over with, suspicious persons, questions, etc.) may be directed to the UCF Police Department at 407-823-5555, or by visiting the main headquarters located at 3610 Libra Drive, Orlando, FL 32816. The UCF Police Department maintains a Daily Crime log, which is accessible to the public and can be viewed at https://police.ucf.edu/crime-activity-log.

Blue Light Phones
Located throughout campus, these phones provide direct contact to the UCF Police Department dispatcher. They are located in every level of every campus parking garage and on poles around the campus. They can be identified by the blue light on top of the box or pole. When the red button is activated on these phones, the phone will contact the UCF Police Department and the dispatcher will offer assistance. A police officer will be dispatched as needed.

Voluntary Confidential Reporting
UCF has several methods for individuals to report crimes and other serious incidents on a voluntary and confidential basis. If you are the victim of a crime and do not wish to pursue action within the University system or the criminal justice system, you may still want to consider making a confidential report to UCF Victim Services at 407-823-1200 or by texting 407-823-6868. With such information, the University can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method or assailant, and alert the campus community of potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the University. Pastoral and professional counselors, when they deem appropriate, may or may not inform individuals of procedures to report crimes on a voluntary confidential basis.

Security of And Access To University Facilities
Many cultural and athletic events held at the University facilities are open to the public. Other facilities, such as the bookstore, libraries, and cafeterias are also open to the public. Access to academic and administrative facilities on campus is generally open to students, employees, and visitors for the purpose of study, work, teaching, and conducting other University business during normal business hours.

Security in academic and administrative facilities is conducted through routine security patrols by UCF police officers. Access to residential facilities is limited to building residents and their guests. Residence hall access is maintained through student ID card access. Security of residence halls is supported through residence life staff, which encourages residents to maintain a secure living environment. UCF police officers conduct security patrols of residential facilities to monitor security and safety measures.

Maintenance Of Campus Facilities
University facilities are well-maintained, and in the interest of students, faculty and staff security is given considerable attention. UCF Police Department works closely with Facilities Operations to address physical security concerns such as burned out lights or malfunctioning door locks so these issues are promptly repaired.

Campus Safety Alert/Crime Alert Bulletin
The University relies upon its close working relationships with local law enforcement agencies to receive information about incidents involving UCF students. UCF Police Officers actively investigate any crime tip received. When notified of incidents that represent a serious and continuing threat to the campus community, a Campus Safety Alert or Crime Alert Bulletin is released detailing the incident and providing tips for others to avoid similar situations.

Incidents are assessed on a case by case basis for issuing a Crime Alert bulletin. Such factors as the nature of the crime and the continuing danger to the campus community are used to determine the need for a warning. Typically, Crime Alerts are issued for the following Uniformed Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) classifications: major incidents of arson, criminal homicide, and robbery. Cases of aggravated assault and sex offenses are considered on a case-by-case basis, depending on the facts of the case and the information known by UCF Police Department.
CRIME PREVENTION & SECURITY AWARENESS SERVICES

KNIGHT RIDE

Knight Ride is a partnership between UCFPD and SGA that offers safe, after-hours transportation around campus. Knight Ride replaces UCFPD’s safe escort program formerly known as SEPS.

Now, Knights that need a safe nighttime transportation option can head to a designated Knight Ride location and wait for the marked van to arrive. The Knight Ride van will follow a similar route as the daytime Pegasus Express, with additional stops near Alafaya Trail and McCulloch Road. The van will make a full loop around campus every 30 to 45 minutes, allowing riders to hop on or off along the way.

Knight Ride runs every day from 7 p.m. until 1 a.m. when classes are in session and for extended hours during exam periods. Those who need special accommodations or who would like a walking escort can call 407-823-2424 to reach a Knight Ride dispatcher during those hours.

OPERATION ID/PROPERTY REGISTRATION

The UCF Police Department offers free engraving of your driver license number on your valuables. This assists the Police Department in recovering property that is lost or stolen. Property registration, another free service, provides students, faculty and staff members with a way to record the make, model, value, color and serial number of valuables into a Police Department database. Why would you want to do this? Theft is the number one crime that affects college students across America. Don’t think it can’t happen to you!

If you report theft of your property and you don’t have the information that law enforcement needs to help you, the odds on getting your property back diminish. If you use the online property registration program that creates a description of your property and we get your serial number, the odds on the recovery is much higher.

The police enter your serial number into the national crime database. In partnership with the Human Resources Department, a UCF Police Department Community Partnership officer speaks at all new employee orientations about crime prevention and keeping our campus safe. Employees are asked to report suspicious people to the UCF Police Department, as well as assist students who are in need of the police or medical attention.

S.A.F.E.

Self-defense Awareness and Familiarization Exchange (S.A.F.E.) is a two hour educational awareness, crime-victim prevention program. This class provides teenage and adult women with strategies, techniques, and information that may reduce their risk of exposure to violence, as well as introduces them to the physical aspects of self-defense. S.A.F.E. classes are held once per month at the UCF Police Department and are free.

Separate classes offered for private groups of eight to 20 women and can be held in a private room on campus. Please schedule private groups three weeks in advance.

PHYSICAL SECURITY ANALYSIS

UCF Police Department Community Partnership officers are state-certified crime prevention practitioners who provide evaluations of buildings and departments on campus to help make the campus a safer environment. Departments can request an evaluation by calling the Community Partnership Unit during normal business hours Monday through Friday.

OTHER SERVICES

- What if...? Community Partnership officers help students develop the thought process to identify their strengths and weaknesses in emergency situations.
- Basic Vehicle Maintenance: Do you know where your dip stick is? Could you change the tire if it went flat? We’re here to help you learn the basics of vehicle maintenance.
- Q & A Sessions – Have you always wondered why people use so many lights on a vehicle stopped for a traffic violation? Or maybe you have a relative who needs help with a stalker. This is your chance to ask questions that an officer may be able to help you with. Just ask!
- Spring Break – Suggestions to keep you safe while traveling.
- Identity Theft – Learn how to protect yourself from becoming a victim of ID theft and learn how to identify some of the latest scams.
- Criminal Justice for Beginners – Learn the basics of what happens when someone is arrested and booked into jail.
- Digital Safety and Awareness – Learn how to protect yourself while using various social network programs online.
- Shots Fired – In conjunction with the UCF Department of Security and Emergency Management suggestions are discussed for dealing with an active shooter.
- Concealed Weapons – Brief overview on laws regarding concealed firearms and concealed weapons both on and off campus.

For more information regarding these programs and services, or to register for a S.A.F.E. class, individuals may contact the UCF Police Department Community Partnership Unit at 407-823-3224. Some programs require a three-week advance in scheduling. Interviews are by appointment only.

BICYCLE IMPOUNDMENT

Bicycles are popular at UCF. The UCF Police Department tries to keep the number of abandoned or non-working bicycles to a minimum so that students who ride their bicycles have a place to park. Throughout the year, the UCF Police Department and designated University personnel tag bicycles that appear to be abandoned (e.g. rusted chains, flat tire, etc.) for a minimum of five days. If the tagged bicycles are not removed/repaird within five days, the bicycle may be impounded. Once a bicycle is impounded it may be auctioned after 30 days. Proceeds from bicycle auctions are used for student services. For more information on bicycle safety, visit the UCF Police Department website at: http://police.ucf.edu/Bicycle-safety-tips.

Bicycles that are illegally parked (locked to anything other than a bicycle rack) can be impounded at any time. If you think your bicycle has been impounded, contact the UCF Police Department at 407-823-5555 to retrieve it within 30 days of the bicycle being impounded.

DOWNLOAD PROPERTY REGISTRATION ON THE UCF MOBILE APP

From there, you’ll be directed to the website, where you can then “Crime Prevention,” then “Property Registration.” Download the app, select the “Safety” module, then “Crime Prevention,” then “Property Registration.” From there, you’ll be directed to the website, where you can register your items.

ORIENTATION AND CRIME PREVENTION PROGRAMS

The UCF Police Department partners with the Office of First Year Experience to speak to students and their families about social behavior, crime prevention, and the services offered by the UCF Police Department. This is conducted during new student orientation. Students and parents receive information about preventing property crimes such as theft and vehicle burglaries, as well as self-defense classes. After the presentation, parents have the ability to speak to UCF police officers one-on-one regarding crime and crime prevention.

UCF’s employees are the University’s greatest assets against crime. In partnership with the Human Resources Department, a UCF Police Department Community Partnership officer speaks at all new employee orientations about crime prevention and keeping our campus safe.

Employees are asked to report suspicious people to the UCF Police Department, as well as assist students who are in need of the police or medical attention.

Digital Safety and Awareness

In partnership with the Office of First Year Experience to speak to students and their families about social behavior, crime prevention, and the services offered by the UCF Police Department. This is conducted during new student orientation. Students and parents receive information about preventing property crimes such as theft and vehicle burglaries, as well as self-defense classes. After the presentation, parents have the ability to speak to UCF police officers one-on-one regarding crime and crime prevention.

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Employees are asked to report suspicious people to the UCF Police Department, as well as assist students who are in need of the police or medical attention.

Self-defense Awareness and Familiarization Exchange (S.A.F.E.) is a two hour educational awareness, crime-victim prevention program. This class provides teenage and adult women with strategies, techniques, and information that may reduce their risk of exposure to violence, as well as introduces them to the physical aspects of self-defense. S.A.F.E. classes are held once per month at the UCF Police Department and are free.

Separate classes offered for private groups of eight to 20 women and can be held in a private room on campus. Please schedule private groups three weeks in advance.

UCF Police Department Community Partnership officers are state-certified crime prevention practitioners who provide evaluations of buildings and departments on campus to help make the campus a safer environment. Departments can request an evaluation by calling the Community Partnership Unit during normal business hours Monday through Friday.

What if...? Community Partnership officers help students develop the thought process to identify their strengths and weaknesses in emergency situations.

Basic Vehicle Maintenance: Do you know where your dip stick is? Could you change the tire if it went flat? We’re here to help you learn the basics of vehicle maintenance.

Q & A Sessions – Have you always wondered why people use so many lights on a vehicle stopped for a traffic violation? Or maybe you have a relative who needs help with a stalker. This is your chance to ask questions that an officer may be able to help you with. Just ask!

Spring Break – Suggestions to keep you safe while traveling.

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For more information regarding these programs and services, or to register for a S.A.F.E. class, individuals may contact the UCF Police Department Community Partnership Unit at 407-823-3224. Some programs require a three-week advance in scheduling. Interviews are by appointment only.
THE VIOLENCE AGAINST WOMEN REAUTHORIZATION ACT OF 2013 (VAWA)

The University of Central Florida is committed to maintaining a safe and nondiscriminatory learning and working environment for all students, employees, registered student organizations, DSOs, and third-parties. These commitments are informed by state and federal law, including Title IX of the Education Amendments of 1972 and the Violence Against Women Reauthorization Act of 2013. All members of the university community (and related policies, procedures and statements from the administration), visit http://policies.ucf.edu/documents/2-004.1ProhibitionOfDiscrimination,Harassment,SexualAssault,Stalking,SexualViolence,DomesticViolence,DateViolence,AndRelatedIntersonalViolence.html.

For a complete copy of UCF’s policy governing student-related domestic violence, dating violence, sexual assault, and stalking, visit http://goldenuel.sdes.ucf.edu.

For a complete copy of UCF’s policy statement governing employees related sexual misconduct (and related policies, procedures and statements from the administration), visit http://policies.ucf.edu/documents/2-004.1ProhibitionOnDiscrimination,Harassment,SexualAssault,Stalking,SexualViolence,DomesticViolence,DateViolence,AndRelatedIntersonalViolence.html.

University Definitions

There are numerous terms used by University of Central Florida in our policies and procedures. Because both employees and students may not be familiar with these terms, it is included in the policies and procedures to ensure everyone is aware of the definitions of these terms. The full address is www.letsbeclear.ucf.edu.

A respondent is any individual or group who has been accused of engaging in sexual assault, sexual or gender-based harassment, or retaliation, or other forms of prohibited conduct under university policy.

Consent, as defined by the Rules of Conduct in the Golden Rule Student Handbook, is an understanding, knowledge, or agreement by affirmative words or actions, which indicate a willingness to participate without fear of discrimination, discriminatory harassment, or retaliation.

The university does not discriminate in any of its education or employment programs and activities on the basis of sex. Prohibited forms of sex-based discrimination include sexual harassment, sexual violence, domestic violence, dating violence, and stalking. In alignment with its commitment to maintain a campus environment emphasizing the dignity and worth of all members of the university community, the university informs the community of its comprehensive plan to address reports of sex-based discrimination and sexual misconduct, including educational programs and procedures to respond to reports of sexual assault, domestic violence, dating violence, and stalking reported to university officials, whether the incident occurs on or off campus.

The university has a website dedicated to the prevention of sexual misconduct, which includes campus policies, programs and prevention strategies, reporting options, and information regarding on- and off-campus resources. The full address is www.letsbeclear.ucf.edu.

Preponderance of Evidence means that evidence, considered as a whole, shows that the fact sought to be proved is more probable than not. This is the standard used in adjudicating all disciplinary cases within the Student Conduct Review Process and within Title IX investigations.

Sexual assault as defined by UCF Policy 2-004.1 Prohibition of Discrimination, Harassment and Related Intersonal Violence consists of sexual conduct that occurs without consent. Sexual contact includes but is not limited to the following behaviors:

• Forcible rape, including, but not limited to, sexual acts against a person’s will using force or threat of force.
• Forcible sodomy, whether or under clothing of an individual for the purpose of sexual gratification;
• Forceful penetration, either of the vagina or anus with any body part or object, or oral penetration by a sexual object of an individual’s mouth;
• Sexually penetrate, either of the vagina or anus with any body part or object, or oral penetration by a sexual object of an individual’s mouth;
• Intercourse by a sex organ of one individual with either the anus or sex organ of another person for the purposes of sexual gratification, without consent.

In the Rules of Conduct in the Golden Rule Student Handbook, unlawful sexual activity with certain minors is defined as attempting or committing sexual acts with a minor by oral, written, or electronic means.

Sexual exploitation as defined by UCF Policy 2-004.1 Prohibition of Discrimination, Harassment and Related Intersonal Violence and by the Rules of Conduct in the Golden Rule Student Handbook, is purposely or knowingly doing or attempting to do any of the following:

• Record, reproduce, or disseminate private sexual activity and/or a person’s intimate parts (including genitalia, groin, breasts, buttocks, or body marks) without consent.
• Disseminating or posting images of private sexual activity and/or a person’s intimate parts (including genitalia, groin, breasts, buttocks, or body marks) without consent.
• Allowing third-parties to observe private sexual activity from a hidden location (e.g., closet) or through electronic means.
• Alleging or attempting to alleging or attempting to commit rape, fondling, incest, or statutory rape as used in the FBI’s Uniform Crime Reporting System. A sex offense is any act directed against a person who is not the consent of the victim, including instances where the victim is incapable of giving consent.
• Rape is defined as 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 is defined as the touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent.
• Incest is defined as nonconsensual sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape is defined as nonconsensual sexual intercourse with a person who is under the statutory age of consent.

Rape and sexual assault are called “Sexual Battery” under Florida criminal law.

Fla. Stat. § 794.011 Sexual battery.

(a) As used in this chapter:

. Consent means intelligent, knowing, and voluntary consent and does not include implied consent. "Consent shall not be deemed or construed to mean the failure by the alleged victim to offer physical resistance to the offense.

. "Intimate sexual conduct or disease which renders a person temporarily or permanently incapable of apprising the nature of his or her consent.

. "Mentally incapacitated" means temporarily incapable of appraising or controlling a person's own conduct due to the influence of a narcotic, anesthetic, or intoxicating substance administered without his or her knowledge or due to any other reason physically unable to communicate unwillingness to an act.

. "Physically helpless" means unconscious, asleep, or for any other reason physically unable to communicate unwillingness to an act.

. "Retaliation" includes, but is limited to, threats of future harm, including harassment, false imprisonment, or forcible confinement, or extortion.

. "Serious personal injury" means great bodily harm or pain, permanent disfigurement, or loss of a limb.

. "Sexual battery" means oral, anal, or vaginal penetration by, or with, the sexual organ of another or the anal or vaginal penetration of another by any other object; however, sexual battery does not include an act done for a bona fide medical purpose.

. "Victim" means a person who has been the object of a sexual offense.

. "Physically incapacitated" means bodily impaired or handicapped and substantially limited in ability to resist or flee. 2.(a) A person 18 years of age or older who commits sexual battery upon, or in an attempt to commit sexual battery injures the sexual organs of a person less than 12 years of age commits a capital felony, punishable as provided in ss. 775.082 and 921.141.
(b) A person less than 18 years of age who commits sexual battery upon a person 12 years of age or older and who uses actual physical force likely to cause serious personal injury injures the sexual organs of, a person less than 12 years of age commits a life felony, punishable as provided in s. 775.082, s. 775.083, s. 775.084, or s. 794.015.

1. Section 787.02(2) or s. 787.02(2) when the violation involved a victim who was a minor and, in the course of committing that offense, the perpetrator was not actually in a position of control or authority or reasonably believed by the victim to be in a position of authority or control does not constitute consent, and it is not a defense that the perpetrator was not actually in a position of control or authority or reasonably believed by the victim to be in a position of such a position of control or authority.

2. A person less than 18 years of age who has had the disabilities of nonage removed on or after October 1, 1992, is not eligible for basic gain-time release, other than pardon or executive clemency, or conditional medical release under s. 947.149, before serving the minimum sentence.

3. Section 794.023 Sexual battery by multiple perpetrators; reclassification of offenses.

(a) The Legislature finds that an act of sexual battery, when committed by more than one person, presents a greater danger to the public than an act of sexual battery committed by one person and that, therefore the intent of the Legislature to reclassify offenses for acts of sexual battery involving more than one perpetrator should be a felony if that offense were committed in this state;

(b) Committed the offense while under the jurisdiction of a criminal episode applicable to the offense;

(c) Engages in any act with that person while the person is under the age of 16 years who has had the disabilities of nonage removed on or after October 1, 1992, or in an attempt to commit sexual battery injures the sexual organs of such person a capital a person or any other person in a position of control or authority.

(c) Engages in any act with that person while the person is under the age of 12 years who has had the disabilities of nonage removed on or after October 1, 1992, or in an attempt to commit sexual battery injures the sexual organs of such person a capital a person or any other person in a position of control or authority.

(d) Committed the offense while under the jurisdiction of a criminal episode applicable to the offense;
Domestic Violence

The Department of Education defines the term “domestic violence” to mean:
(i) A felony or misdemeanor crime of violence committed:
   (a) By a current or former spouse or intimate partner of the victim;
   (b) By a person with whom the victim shares a child in common;
   (c) By a person who is cohabiting with or has cohabitated with the victim as a spouse or intimate partner;
   (d) By a person who is or was married to the victim; or a domestic or family violence laws of the jurisdiction in which the crime of violence occurred;
   (vi) By any other person against a person who is or was married to the victim or who is or was a cohabiting partner of the victim; or
   (vii) By any other person against a child of the victim who is under the age of 18 years;
(ii) A dating violence does not include acts covered under the frequency of interaction between the persons involved in the length of the relationship, the type of relationship, and the
   (a) A dating relationship must have existed within the past 6 months;
   (b) The nature of the relationship must have been characterized by the expectation of affection or sexual involvement between the parties; and
   (c) The type and extent of the intimate interactions between the persons involved in the relationship must have included that the persons have been involved over time and on a continuous basis during the course of the relationship.

Stalking

The Department of Education defines the “stalking” as:
(i) Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:
   (a) Fear for the person’s safety or the safety of others; or
   (b) Suffer substantial emotional distress.
(ii) For purposes of this definition:
   (a) Conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through threats of, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person’s property.
   (b) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
   (c) Reasonable persons means a reasonable person under similar circumstances and with similar identities to the victim.
(iii) For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

The State of Florida defines “dating violence” in criminal law as:
Fla. Stat. § 784.046 (1)(d) “Dating Violence” means violence committed by a person:
(i) Who is or has been in a social relationship of a romantic or intimate nature of a continuous nature, including but not limited to, sexual or physical abuse or the threat of such abuse.
(ii) Dating violence does not include acts covered under the definition of domestic violence.

For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Fla. Stat. § 741.28 Domestic violence; definitions. As used in ss. 741.28-741.31:
(1) “Department” means the Florida Department of Law Enforcement.
(2) “Domestic violence” means any assault, aggravated assault, battery, sexual assault, sexual battery, stalking, aggravated stalking, kidnapping, false imprisonment, or any criminal offense resulting in physical injury or death of a household member by another family or household member.

(3) “Family or household member” means spouses, former spouses, persons related by blood or marriage, persons who are presently residing together as if a family or who have resided together in the past as if a family, and persons who are parents of a child in common regardless of whether they have been married. With the exception of persons who have a child in common, the family or household members must be currently residing in the past resided together in the same dwelling unit.

(4) “Law enforcement officer” means any person who is elected, appointed, or employed by any municipality or the state or any political subdivision thereof who meets the minimum qualifications established in s. 945.139 and is certified as a law enforcement officer under s. 945.139.

Dating Violence

The Department of Education defines the term “dating violence” to mean violence committed by a person:
(i) Who is or has been in a social relationship of a romantic or intimate nature of a continuous nature, including but not limited to, sexual or physical abuse or the threat of such abuse.
(ii) Dating violence does not include acts covered under the definition of domestic violence.

For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

UCF offered the following primary prevention and awareness programs for all incoming students in 2017:

<table>
<thead>
<tr>
<th>Name of Program</th>
<th>Name of Program</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Haven</strong></td>
<td><strong>Haven Plus</strong></td>
</tr>
<tr>
<td>(Graduate Students)</td>
<td>(Graduate Students)</td>
</tr>
<tr>
<td>Year round</td>
<td>Year round</td>
</tr>
<tr>
<td>Mandatory for all incoming undergraduate and graduate students</td>
<td>Mandatory for all incoming undergraduate and graduate students</td>
</tr>
<tr>
<td>Online</td>
<td>Online</td>
</tr>
</tbody>
</table>

UCF offered the following primary prevention and awareness programs for all new employees in 2017:

<table>
<thead>
<tr>
<th>Name of Program</th>
<th>Name of Program</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Haven</strong></td>
<td><strong>Haven Plus</strong></td>
</tr>
<tr>
<td>(Undergraduate Students)</td>
<td>(Graduate Students)</td>
</tr>
<tr>
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</tr>
<tr>
<td>Online</td>
<td>Online</td>
</tr>
</tbody>
</table>

UCF has developed an annual educational campaign consisting of presentations that include distribution of educational materials to new students, participating in and presenting information and materials during new employee orientation, and ongoing awareness prevention programming and activities to all students and employees.

Domestic Violence

The Department of Education defines the term “domestic violence” to mean a crime committed by a person:
1) Felony or misdemeanor crime of violence committed:
   (i) By a current or former spouse or intimate partner of the victim;
   (ii) By a person with whom the victim shares a child in common;
   (iii) By a person who is cohabiting with or has cohabitated with the victim as a spouse or intimate partner;
   (iv) By a person who is or was married to the victim; or
   (v) By any other person against a person who is or was married to the victim or who is or was a cohabiting partner of the victim; or
   (vi) By any other person against a child of the victim who is under the age of 18 years;
2) The existence of such a relationship shall be based on the
   (i) Fear for the person’s safety or the safety of others; or
   (ii) Suffer substantial emotional distress.
3) For purposes of this definition:
   (a) Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through threats of, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person’s property.
   (b) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
   (c) Reasonable persons means a reasonable person under similar circumstances and with similar identities to the victim.
4) For the purposes of this definition:
   (i) Fear for the person’s safety or the safety of others; or
   (ii) Suffer substantial emotional distress.
5) The preponderance of the evidence indicates that such behavior constitutes domestic violence, dating violence, sexual assault, and stalking.
6) Defines what behavior and actions constitute consent to sexual activity in the State of Florida and the Rules of Conduct.
7) Provides a description of sex and positive options for bystander intervention.
8) Bystander intervention means positive and safe 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.

Bystander intervention includes recognizing situations of potential harm, understanding cultural structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene;

- Information on risk reduction.
- 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.

UCF offered the following primary prevention and awareness programs for all incoming students in 2017:

<table>
<thead>
<tr>
<th>Name of Program</th>
<th>Location</th>
<th>Which Prohibited Behavior Covered?</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Haven</strong></td>
<td>Online</td>
<td>Sexual Assault, Stalking, Domestic Violence, Dating Violence</td>
</tr>
<tr>
<td>(Undergraduate Students)</td>
<td></td>
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</tr>
</tbody>
</table>

UCF offered the following primary prevention and awareness programs for all new employees in 2017:

<table>
<thead>
<tr>
<th>Name of Program</th>
<th>Location</th>
<th>Which Prohibited Behavior Covered?</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Haven Plus</strong></td>
<td>Online</td>
<td>Sexual Assault, Stalking, Domestic Violence, Dating Violence</td>
</tr>
<tr>
<td>(Graduate Students)</td>
<td></td>
<td></td>
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</tbody>
</table>
UCF offered the following ongoing awareness and prevention programs for students in 2017:

<table>
<thead>
<tr>
<th>Name of Program</th>
<th>Date Held</th>
<th>Location Held</th>
<th>Which Prohibited Behavior Covered</th>
</tr>
</thead>
<tbody>
<tr>
<td>It's On Us/Let's Be Clear Tabling</td>
<td>January 9, 10, 12, 17, 23, 24, 30, 31</td>
<td>Ferrell Commons, Student Union, Memory Hall, Residence Halls</td>
<td>Sexual Assault, Stalking, Domestic Violence, Dating Violence</td>
</tr>
<tr>
<td>Don’t Just Stand There Bystander Workshop, Stalking and Human Trafficking awareness events</td>
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</tr>
<tr>
<td>It's On Us/Let's Be Clear Tabling</td>
<td>February 6, 7, 8, 13, 14, 15, 16, 17, 22, 23, 26, 27, 28</td>
<td>Ferrell Commons, Student Union, Memory Hall, Residence Halls, IES, Sex/Consent Talk, Greek Leadership Class, Escalation Workshop, PhotoVoice Workshop, Continuum Workshop, One Billion Rising</td>
<td>Sexual Assault, Stalking, Domestic Violence, Dating Violence</td>
</tr>
<tr>
<td>Don’t Just Stand There Bystander Workshop, IES Sex/Consent Talk, Greek Leadership Class, Escalation Workshop, PhotoVoice Workshop, Continuum Workshop, One Billion Rising</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>It's On Us/Let's Be Clear Tabling</td>
<td>March 2, 7, 20, 21, 22, 25, 26, 27, 28</td>
<td>Ferrell Commons, Student Union, Memory Hall, Residence Halls</td>
<td>Sexual Assault, Stalking, Domestic Violence, Dating Violence</td>
</tr>
<tr>
<td>Don’t Just Stand There Bystander Workshop, IES Sex/Consent Talk, Greek Leadership Class, Escalation Workshop, PhotoVoice Workshop, Continuum Workshop, One Billion Rising</td>
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</tr>
<tr>
<td>It's On Us/Let's Be Clear Tabling</td>
<td>April 3, 5, 10, 11, 12, 13, 14, 17, 18, 26</td>
<td>Ferrell Commons, Student Union, Memory Hall, Residence Halls, Lead Scholars Classroom</td>
<td>Sexual Assault, Stalking, Domestic Violence, Dating Violence</td>
</tr>
<tr>
<td>Don’t Just Stand There Bystander Workshop, IES Sex/Consent Talk, Greek Leadership Class, Escalation Workshop, PhotoVoice Workshop, Continuum Workshop, One Billion Rising</td>
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</tr>
<tr>
<td>It's On Us/Let's Be Clear Tabling</td>
<td>May 22, 24, 30</td>
<td>Ferrell Commons, Student Union, Memory Hall, Residence Halls</td>
<td>Sexual Assault, Stalking, Domestic Violence, Dating Violence</td>
</tr>
<tr>
<td>Orientation FTIC Training, Orientation FTIC Presentation</td>
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<tr>
<td>It's On Us/Let's Be Clear Tabling, Title IX Prevention, Orientation FTIC Presentation, OSRR Prize Ride, Sexual Assault Awareness, Demon Day</td>
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<td></td>
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<tr>
<td>It's On Us/Let's Be Clear Tabling, Escalation Workshop, Continuum Workshop, Orientation FTIC Presentation, OSRR Title IX Overview</td>
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<tr>
<td>Orientation FTIC Training, Orientation FTIC Presentation, OSRR Title IX Overview</td>
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</tr>
<tr>
<td>June 1, 5, 8, 10, 12, 14, 19, 21, 23, 26, 30, 31</td>
<td>Ferrell Commons, Student Union, Memory Hall, Residence Halls, LEAD Scholars</td>
<td>Sexual Assault, Stalking, Domestic Violence, Dating Violence</td>
<td></td>
</tr>
<tr>
<td>It's On Us/Let's Be Clear Tabling, Escalation Workshop, Continuum Workshop, Orientation FTIC Presentation, OSRR Title IX Overview</td>
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<td>June 1, 5, 8, 10, 12, 14, 19, 21, 23, 26, 30, 31</td>
<td>Ferrell Commons, Student Union, Memory Hall, Residence Halls, LEAD Scholars</td>
<td>Sexual Assault, Stalking, Domestic Violence, Dating Violence</td>
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<tr>
<td>It's On Us/Let's Be Clear Tabling, Escalation Workshop, Continuum Workshop, Orientation FTIC Presentation, OSRR Title IX Overview</td>
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</tr>
<tr>
<td>August 16, 18, 22, 23, 29</td>
<td>Ferrell Commons, Student Union, Memory Hall, Residence Halls, Classroom</td>
<td>Sexual Assault, Stalking, Domestic Violence, Dating Violence</td>
<td></td>
</tr>
<tr>
<td>Campus Safety Fair, It's On Us/Let's Be Clear Tabling, Monthly Interest Meeting</td>
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<td></td>
</tr>
<tr>
<td>September 1, 5, 6, 19, 20, 26</td>
<td>Pegasus Ballroom, Ferrell Commons, Student Union, Memory Hall, Residence Halls, Classroom</td>
<td>Prevention Awareness, Sexual Assault, Stalking, Domestic Violence, Dating Violence, Hazing</td>
<td></td>
</tr>
<tr>
<td>It's On Us/Let's Be Clear Tabling, Escalation Workshop, Continuum Workshop, Orientation FTIC Presentation, OSRR Title IX Overview</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>October 2, 3, 4, 5, 10, 11, 12, 16, 17, 18, 19, 23, 24, 25, 26, 30, 31</td>
<td>Ferrell Commons, Student Union, Memory Hall, Residence Halls, Classroom</td>
<td>Sexual Assault, Stalking, Domestic Violence, Dating Violence</td>
<td></td>
</tr>
<tr>
<td>It's On Us/Let's Be Clear Tabling, Escalation Workshop, Continuum Workshop, Orientation FTIC Presentation, OSRR Title IX Overview</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

UCF offered the following ongoing awareness and prevention programs for employees in 2017:

<table>
<thead>
<tr>
<th>Name of Program</th>
<th>Date Held</th>
<th>Location Held</th>
<th>Which Prohibited Behavior Covered</th>
</tr>
</thead>
<tbody>
<tr>
<td>SET Title IX Training, SDES Title IX Part I/II Training</td>
<td>February 7, 8, 27</td>
<td>Online, OSRR</td>
<td>Sexual Assault, Stalking, Domestic Violence, Dating Violence</td>
</tr>
<tr>
<td>SET Title IX Training, SDES Title IX Part I/II Training</td>
<td>March 2, 9</td>
<td>Online, OSRR</td>
<td>Sexual Assault, Stalking, Domestic Violence, Dating Violence</td>
</tr>
<tr>
<td>Orientation Team Training</td>
<td>April 11</td>
<td>Student Union, Classroom</td>
<td>Sexual Assault, Stalking, Domestic Violence, Dating Violence</td>
</tr>
<tr>
<td>Orientation Team Training</td>
<td>May 9, 10</td>
<td>Student Union, Classroom</td>
<td>Sexual Assault, Stalking, Domestic Violence, Dating Violence</td>
</tr>
<tr>
<td>Orientation Team Training</td>
<td>June 6</td>
<td>Student Union</td>
<td>Sexual Assault, Stalking, Domestic Violence, Dating Violence</td>
</tr>
<tr>
<td>Green Dot Faculty/Staff Training</td>
<td>June 23</td>
<td>Student Union</td>
<td>Sexual Assault, Stalking, Domestic Violence, Dating Violence</td>
</tr>
</tbody>
</table>

UCF has procedures in place that serve to be sensitive to those who report sexual assault, domestic assault, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, financial assistance, and immigration assistance, and other services on and/or off campus as well as additional remedies to prevent contact between a complainant and an accused party, such as housing, academic, transportation, and working accommodations, if reasonably available. UCF will make such accommodations, if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to the UCF Police Department, the Office of Institutional Equity, or local law enforcement. Students and employees should contact the Title IX Coordinator at Barbara Young, Title IX Coordinator, UCF, 401 University of Central Florida Orlando, FL 32816 (407) 823-1366 http://oe.ucf.edu/ to report incidents of sexual assault, domestic assault, dating violence, and stalking.

If an incident of sexual assault and domestic violence, the victim should consider seeking medical attention as soon as possible at a certified Sexual Assault Treatment Center. The Florida Council Against Sexual Violence’s (FCASV) Hotline Number: 1-800-956-7273, will route calls to local crisis centers and the UCF Victim Services hotline 407-823-1200 should be contacted for immediate assistance in accessing services at the local Sexual Assault Treatment Center. The FCASV website also includes a search for local sexual violence treatment centers http://www.fcasv.org/information/find-your-local-center.

UCF procedures for Reporting a Complaint

In Florida, evidence may be collected even if you chose not to make a report to law enforcement. Advocates are available 24 hours a day, 7 days a week to provide support and advocacy for survivors of sexual abuse. The UCF Police Department has trained Victim Services employees within the Police Department, who can also support victims of sexual and/or domestic abuse. The UCF Police Department can provide transportation to the hospital whether or not the survivor wants to make an official report to law enforcement. Police are required to: 1) ask the survivor if they would like information provided to them for purposes of determining if a ‘Timely Warning (community alert)’ needs to be sent out; 2) determine if the crime statistic should be included in their annual report; and 3) notify the Title IX Coordinator, Office of Institutional Equity of the call, but a victim’s personal identifying information would never be publically disclosed.

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 96 hours so that evidence may be preserved that may assist in proving that the criminal offense occurred or is occurring. It 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 should 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 UCF hearing boards/investigators or police. Although UCF strongly encourages all members of its community to report
violate this policy to law enforcement, it is the victim’s choice whether or not to report the incident and the victim has the right to decline involvement with the police. UCF will assist the victim with whatever assistance they desire. The UCF Police Department works with the Orange County Sheriff’s Office, the Seminole County Sheriff’s Office, and the City of Orlando Police Department to provide these services. (See the Office on Campus Resources section for contact information for these three local police departments) to investigate crimes when deemed appropriate.

If you have been the victim of domestic violence, dating violence, sexual assault or stalking, you may report the incident promptly to the Title IX Coordinator, at Barbara Ying CHMS, Building 81, Suite 101, University of Central Florida, Orlando, FL 32816. (407) 823-1536 http://oie.ucf.edu/ or by visiting the UCF Police Department. UCF will work with the victim to provide support, on campus, off campus or both, to include medical, health, counseling, advocacy, financial aid, legal assistance, and visa & immigration assistance to persons who have been victims of sexual assault, domestic violence, dating violence, or stalking, and will apply appropriate disciplinary procedures to treat the claims. The above-specificed procedures set forth below are intended to afford a prompt response to allegations of sexual assault, domestic or dating violence, and stalking, to maintain confidentiality and fairness consistent with applicable legal requirements, and to impose appropriate sanctions on those found in violation of this policy.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a possible criminal incident, the individual nevertheless should consider speaking with the UCF Police Department or other law enforcement to preserve evidence in the event that the victim chooses to pursue charges at a later date.

If a report of sexual assault, stalking, dating violence, or domestic violence is reported to UCF, the following are the procedures that UCF will follow, as well as a statement of the standard of evidence that will be used during any judicial hearing on campus arising from such a report.

1. Depending on when the incident is reported (immediate vs. non-immediate), UCF will provide the victim/survivor with access to medical care if needed.
2. Assess immediate safety needs of the victim/survivor.
3. Assist the victim/survivor with contacting local police if the victim/survivor requests and provide the victim/survivor with contact information for the local police department.
4. Provide the victim/survivor with access to off campus resources as required.
5. Provide the victim/survivor with interim or long-term measures to protect the victim/survivor, such as housing changes and/or changes in class schedules for students, changes in employment for faculty and staff, and other directives between both parties for both students and employees.
6. Provide a “No trespass” directive to the accused party if deemed appropriate.
7. Provide written instructions to the victim/survivor on how to apply for Protective Orders.
8. Provide a copy of UCF policies prohibiting sexual misconduct to the victim/survivor.
9. Provide written information regarding timeframes for inquiry, investigation and resolution.
10. Inform the victim/survivor of the outcome of the investigation, whether or not disciplinary action can be made and inform the victim/survivor of the outcome of any hearing that may have taken place.

11. Give the victim/survivor the complaint process as your current complaint is being processed for complying of sex-based discrimination or for assisting in the investigation.

The standard of evidence used to determine responsibility is a preponderance of the evidence, which means that it is “more likely than not” that the sexual misconduct, dating violence, domestic violence, and/or stalking occurred. (50.1% likelihood to have occurred).

Assistance for Victims

Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is to have occurred on or off campus, UCF will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide each victim with a written explanation of their rights and options for reporting and resources. Rights and options are also available at https://letsbeclear.ucf.edu/.

Rights of Student and Employee Victims of Sexual Misconduct

Sexual misconduct is not tolerated at UCF. Reports of sexual misconduct, including, sexual harassment, sexual assault, dating and domestic violence, or stalking are taken seriously. It is important to UCF that victims are informed, protected, and respected. The following rights are afforded to any UCF student, staff, or faculty member who experiences sexual misconduct.

1. CONFIDENTIALITY: identifying information of a victim will be protected from disclosure unless the victim chooses to have it shared or would not be deemed necessary to UCF to fulfill their responsibilities. (50.1% likely to have occurred).

2. TIMELY WARNINGS: Any timely warning that is broadcast through UCF websites or emails for the safety of our community will not identify a victim by name.

3. REPORTING OPTIONS: The university encourages victims to file a report so that the university may investigate, take appropriate action against the perpetrator delayed disclosure of the report, or not report it.

4. NO CONTACT OR PROTECTIVE ORDERS: The University will honor any protective order that you may have acquired through the local courts. Please bring a copy of such a court order for the University Police Department for further information and enforcement. In addition, a UCF administrative no contact order may be issued by the Title IX coordinator, deputy Title IX coordinator, or dean of Student Equity.

5. REQUESTS FOR CHANGES: You may request a change in academic setting (class or campus), on campus housing, or work assignment in order to be separated from the accused perpetrator. This request will be granted in the greatest extent possible. These requests should be made to the Title IX Coordinator, or at the Office of Institutional Equity. (Building 81, Suite 101 University of Central Florida, Orlando, FL 32816. Requested changes will be made as soon as alternative arrangements are possible and you choose to pursue an investigation into your incident.

6. FAIR AND IMPARTIAL INVESTIGATION AND RESOLUTION: You have rights in your sexual misconduct or sexual assault case which are protected under UCF policy. If you have any concerns about your case, you can obtain more information about these processes by accessing 5.006 of the Student Rights and Responsibilities Handbook or the Golden Rule Student Handbook when the perpetrator is a student; and if the perpetrator is a University employee or student, or actions taken by the university, actions taken by one student against another student, or actions taken by another employee against a student or student, or actions taken by a third party against a student or employee.

7. RELOCATION CONCERNS: Relocation is strictly prohibited under UCF’s Title IX Policy. If relocation is necessary, the Sexual Assault & Retaliation is the UCF Police Department. UCF will work to prevent violence, assist the victim/survivor of the inconvenience of the investigation and the outcome of any hearing that may have taken place.

8. COMMUNITY RESOURCES: The communities in which UCF campuses are located also offer resources to victims. Please see UCF’s Office of Institutional Equity. (50.1% likely to have occurred).

Injunctions

UCF complies with Florida law in recognizing orders of protection, which are called injunctions in Florida. There are five types of injunctions that differ based on the nature of the threat and the victim’s relationship to the abuser. Injunctions are issued through the State of Florida.

Domestic Violence Injunctions

You may file a Domestic Violence Injunction if there has been an incident of violence and the Respondent is your spouse, former spouse, related to you by blood or marriage, living with you or has lived with you in the past, or is the current parent of your child(ren) whether you have been married or lived together.

Repeat Violence Injunctions

You may file a Repeat Violence Injunction if two or more incidents of violence have been committed against you or a member of your immediate family or household by another person. At least one of those acts of violence must have occurred within the last six months of filing a petition.

Sexual Violence Injunctions

You may file a Sexual Violence Injunction if there has been an incident of violence wherein a sexual act is committed or attempted. In order to receive an injunction, you must have reported the sexual violence to law enforcement and be cooperating in any resulting criminal action.

Stalking Violence Injunctions

You may file a Stalking Violence Injunction if someone purposefully follows or harasses you repeatedly over a period of time for no legitimate reason.

Please refer to the Orange County Clerk of Court webpage for more information regarding the application of the Domestic Violence Injunction and the application of the Family/Restraining-Orders. Additional, personal identifiable information about the victim will be treated as confidential and only shared with persons with a specific need to know who are investigating/ adjudicating the case and/or providing support services to the victim (for example, publicly available record- keeping systems for the UCF Police Department, Stalking Violence Injunctions). You may file a Domestic Violence Injunction after hours, contact your local police department or on campus, the UCF Police Department.

UCF may issue an institutional no contact order if deemed appropriate or at the request of the victim or accused. To the extent of the victim’s cooperation and consent, university officials will verify immediately to ensure that the victim’s health, physical safety, work, and academic status are protected, pending the outcome of a formal university investigation. Additional, personal identifiable information about the victim will be treated as confidential and only shared with persons with a specific need to know who are investigating/ adjudicating the case and/or providing support services to the victim (for example, publicly available record- keeping systems for the UCF Police Department, Stalking Violence Injunctions). You may file a Domestic Violence Injunction after hours, contact your local police department or on campus, the UCF Police Department.

UCF cannot apply for a legal order of protection (injunction) on behalf of a victim. The victim is required to apply directly for these services and may obtain assistance in doing so from the UCF Police Department, another local law enforcement agency, or may go directly to the Orange County Courthouse located at 424 S. Orange Avenue Orlando, FL 32801 407-836-2000. Hours of operation are Monday through Friday from 7:30 a.m. to 4 p.m. If you are the victim of dating violence, domestic violence, sexual assault, or stalking and believe an order of protection is necessary, you may file by calling 911 or by going to the police department. For more information, please contact the Orange County Clerk of Court’s webpage for more information regarding these proceedings. Additionally, personal identifiable information about the victim will be treated as confidential and only shared with persons with a specific need to know who are investigating/ adjudicating the case and/or providing support services to the victim (for example, publicly available record- keeping systems for the UCF Police Department, Stalking Violence Injunctions). You may file a Domestic Violence Injunction after hours, contact your local police department or on campus, the UCF Police Department.
Resources for victims of domestic Violence, Dating Violence, Sexual Assault & Stalking

### On-Campus

<table>
<thead>
<tr>
<th>Resource</th>
<th>Address/Location on Campus</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Campus Faith and Ministries</td>
<td>4145 Pyxis Lane, Suite 152-154 Orlando, FL 32816</td>
<td>407-823-5336</td>
</tr>
<tr>
<td>Counseling and Psychological Services</td>
<td>4090 Libra Drive Orlando, FL 32816</td>
<td>407-823-2811</td>
</tr>
<tr>
<td>Wellness and Health Promotion Services</td>
<td>12800 Gemini Blvd. S. Orlando, FL 32816</td>
<td>407-823-5841</td>
</tr>
<tr>
<td>UCF Global</td>
<td>4156 Scorpions Street Building GB 139 Orlando, FL 32816-0130</td>
<td>407-823-2377</td>
</tr>
<tr>
<td>Multicultural Academic &amp; Support Services</td>
<td>12715 Pegasus Drive, Suite 154 Orlando, FL 32816</td>
<td>407-823-2716</td>
</tr>
<tr>
<td>Office of Diversity and Inclusion</td>
<td>12701 Scholarship Drive Orlando, FL 32816</td>
<td>407-823-6479</td>
</tr>
<tr>
<td>Office of Student Conduct</td>
<td>4145 Pyxis Lane, Suite 227 Orlando, FL 32816</td>
<td>407-823-4638</td>
</tr>
<tr>
<td>Office of Student Financial Assistance</td>
<td>4365 Andromeda Loop, N, Rm. 107 Orlando, FL 32816</td>
<td>407-823-2827</td>
</tr>
<tr>
<td>Office of Student Rights and Responsibilities</td>
<td>4145 Pyxis Lane, Suite 227 Orlando, FL 32816</td>
<td>407-823-4638</td>
</tr>
<tr>
<td>Office of the Title IX Coordinator</td>
<td>12701 Scholarship Drive, Suite 101 Orlando, FL 32816</td>
<td>407-823-1336</td>
</tr>
<tr>
<td>Student Care Services</td>
<td>4515 Pyxis Lane, Suite 138 Orlando, FL 32816</td>
<td>407-823-5607</td>
</tr>
<tr>
<td>UCF CARES</td>
<td>4515 Pyxis Lane, Suite 138 Orlando, FL 32816</td>
<td>407-823-5607</td>
</tr>
<tr>
<td>Student Health Services</td>
<td>4098 Libra Drive Orlando, FL 32816</td>
<td>407-823-2701</td>
</tr>
<tr>
<td>University Police</td>
<td>3610 Libra Drive Orlando, FL 32816</td>
<td>Non-emergency: 407-823-5555 Emergency: 911</td>
</tr>
</tbody>
</table>

### Off-Campus

<table>
<thead>
<tr>
<th>Resource</th>
<th>Address/Location off Campus</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Counseling and Mental Health</td>
<td>1525 E Robinson Street Orlando, FL 32801</td>
<td>407-898-0110</td>
</tr>
<tr>
<td>Mental Health Association of</td>
<td>100 North Orange Avenue, Orlando, FL 32801</td>
<td>407-841-8310</td>
</tr>
<tr>
<td>Central Florida</td>
<td>425 North Orange Avenue Orlando, FL 32801</td>
<td>407-836-2000</td>
</tr>
<tr>
<td>Harbor House of Central Florida (DV Shelter, Orange County)</td>
<td>PO Box 680748 Orlando, FL 32868</td>
<td>Hotline: 407-886-2856</td>
</tr>
<tr>
<td>Help Now of Osceola Inc. (DV Shelter, Osceola Co.)</td>
<td>PO Box 420370 Kissimmee, FL 34724-0370</td>
<td>Hotline: 407-847-8562</td>
</tr>
<tr>
<td>Legal Aid Society of Orange County Bar Association, Lawyer Referral Service</td>
<td>100 E. Robinson St. Orlando, FL 32801</td>
<td>407-841-8310</td>
</tr>
<tr>
<td>Orange County Courthouse</td>
<td>425 North Orange Avenue Orlando, FL 32801</td>
<td>407-836-2001</td>
</tr>
<tr>
<td>Orange County Sheriff's Office</td>
<td>2500 West Colonial Drive Orlando, FL 32804</td>
<td>407-254-7000</td>
</tr>
<tr>
<td>Osceola County Court (injunctions for protection)</td>
<td>2 Courthouse Square Kissimmee, FL 34744</td>
<td>407-742-3500</td>
</tr>
<tr>
<td>Osceola County Sheriff's Office</td>
<td>2601 E. Irlo Bronson Memorial Hwy Kissimmee, FL 34744</td>
<td>407-348-1100</td>
</tr>
<tr>
<td>Safehouse of Seminole (DV Shelter Seminole County)</td>
<td>PO Box 47279 Lake Monroe, FL 32747-1279</td>
<td>Hotline: 407-330-3933</td>
</tr>
<tr>
<td>Seminole County Courthouse (injunctions for Protection)</td>
<td>301 N. Park Avenue Sanford, FL 32772</td>
<td>407-665-4580</td>
</tr>
<tr>
<td>Seminole County Sheriff's Office</td>
<td>100 Bush Blvd. Sanford, FL 32773</td>
<td>407-665-6600</td>
</tr>
<tr>
<td>Sexual Assault Treatment Center Orange County</td>
<td>Undisclosed Location, must call hotline first</td>
<td>Hotline: 407-497-6701</td>
</tr>
<tr>
<td>Sexual Assault Treatment Center, Osceola County</td>
<td>Undisclosed location must call hotline first</td>
<td>Hotline: 407-497-6701</td>
</tr>
<tr>
<td>Sexual Assault Treatment Center, Seminole County</td>
<td>Confidential Location, must call hotline first</td>
<td>Hotline: 407-497-6701</td>
</tr>
<tr>
<td>Women's Center (Brevard County) - Includes referrals to Sexual Assault Treatment Center</td>
<td>1425 Aurora Road Melbourne, FL 32935</td>
<td>Hotline: 321-784-4357</td>
</tr>
<tr>
<td>The LGBT Center of Central Florida</td>
<td>946 N. Mills Avenue Orlando, FL 32803</td>
<td>407-228-8272</td>
</tr>
<tr>
<td>Victim Service Center of Central Florida</td>
<td>211 E Michigan Street, Suite 210 Orlando, FL 32806</td>
<td>407-254-9415</td>
</tr>
<tr>
<td>269’s Coalition (services for LGBT+ youth age 13-24)</td>
<td>911 N Mills Avenue Orlando, FL 32803</td>
<td>407-228-1446</td>
</tr>
</tbody>
</table>
WELCOME TO UCF

POPULAR LOCATIONS
1. WELCOME CENTER
2. REFLECTING POND/MILICAN HALL
3. LIBRARY
4. STUDENT UNION
5. MEMORY MALL
6. ARENA
7. BRIGHT HOUSE NETWORKS STADIUM
8. RECREATION AND WELLNESS CENTER
9. UCF POLICE DEPARTMENT

WELCOME CENTER
REFLECTING POND/MILICAN HALL
LIBRARY
STUDENT UNION
MEMORY MALL
ARENA
BRIGHT HOUSE NETWORKS STADIUM
RECREATION AND WELLNESS CENTER
UCF POLICE DEPARTMENT
Clear

Other resources available to persons who report being the victim of sexual assault, domestic violence, dating violence, and stalking, include:

www.letsbeclear.ucf.edu
UCF website dedicated to preventing sexual misconduct

http://www.rain.org/ Rape, Abuse and Incest National Network
https://www.justice.gov/ovw/sexual-assault Department of Justice

http://www2.ed.gov/about/offices/list/ocr/index.html Department of Education, Office of Civil Rights
https://www.notalone.gov/ The Department of Justice

http://changingourcampus.org/ Center for Changing Our Campus Culture

How to be an Active Bystander

Bystanders play a critical role in the prevention of sexual and relationship violence. They are “individuals who observe violence or witness 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 promote a sense of social accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. Below is a list of some ways to be an active bystander. Further information regarding bystander intervention may be found on the UCF website https://letsbeclear.ucf.edu/. If you or someone else is in immediate danger, dial 911! This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.

1. Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are ok.
2. Confront people who seclude, hit on, and try to make out with, or have sex with people who are incapacitated.
3. Speak up when someone discusses plans to take sexual advantage of another person.
4. Believe someone who discloses sexual assault, abusive behavior, or experiences with stalking.
5. Refer people to on or off campus resources listed in this guide for support in health, counseling, or with financial or legal assistance.

Risk Reduction

With no intent to victim blame and recognizing that only rapists are responsible for rape, the following are some strategies to reduce one’s risk of sexual assault or harassment (taken from Rape, Abuse & Incest National Network, https://www.rain.org/). 1. Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. Try to avoid isolated areas. It is more difficult to get help if no one is around.
3. Walk with purpose. Even if you don’t know where you are going, act like you do.
4. Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn’t the best place to be.
5. Try not to load yourself down with packages or bags as this can make you appear more vulnerable.
6. Make sure your cell phone is with you and charged and that you have cab money.
7. Don’t allow yourself to be isolated with someone you don’t trust or someone you don’t know.
8. Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
9. When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around may help you to find a way out of a bad situation.
10. Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
11. If you and/or the other person have been drinking, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

12. If you think that being in this situation is not your fault. You did not do anything wrong. It is the person who is making you uncomfortable that is to blame.
13. Be true to yourself. Don’t feel obligated to do anything you don’t want to do. “I don’t want to” is always a good enough reason. Do what feels right to you and when you are comfortable with.
14. Have a code word with your friends or family so that if you don’t feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
15. If you don’t want to hurt the person’s feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.

16. Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?

17. If you see or feel someone has been drinking, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

Investigative Procedures

The following information summarizes the general procedures used by OIE to respond to and investigate allegations of sexual assault, domestic violence, dating violence and stalking. Investigative procedures are found in the Golden Rule Student Handbook (if the Respondent is a student) or in OIE’s investigation procedures (if the Respondent is an employee).

The Office of Institutional Equity (OIE) is responsible for administrative investigation into allegations of sexual assault, domestic violence, dating violence and stalking when the Respondent is a UCF student, employee, Direct Service Organization (DSO), or third parties in certain circumstances. Complainants, Respondents, and witnesses have the right to have one support person/advisor of their choice accompany them to any meeting with OIE related to a report or investigation. Complainants also have the right to file an external complaint with an applicable state or federal agency. All records accounting to investigations in these matters are maintained by OIE. The privacy of investigative records is governed by Florida Statute 119, the Family Educational Rights and Privacy Act of 1974 (FERPA), and other applicable University recordkeeping policies.

Investigations are conducted by individuals who have received specialized training in these types of investigations on an annual basis. All investigations are conducted in a thorough, fair, neutral and impartial manner. The University strives to complete each Title IX investigation (including the student conduct review process) within 60 calendar days. For various reasons, this may not be feasible. The University reserves the right to extend investigations beyond this timeframe based on various circumstances (i.e., breaks between academic semesters, holidays, emergency University closings, compliance of involved parties, etc.).

The following are the steps taken by OIE when a report is received:

1. OIE will notify the Remedial and Protective Measures Designee who will contact the Complainant to discuss interim remedial and protective measures, support resources, and reporting options.
2. OIE will review any report made to its office to determine whether OIE has jurisdiction to investigate. If not, OIE will advise the reporting person and will not investigate any further.
3. OIE will contact the Complainant to discuss their rights and options. OIE will interview the complainant about the incident(s) and review relevant documentation provided by the complainant.
4. If the Complainant requests an investigation following the Complainant’s substantive interview, OIE will then conduct an assessment of the merits of the allegation to determine whether the conduct at issue, if it occurred as alleged, would constitute a violation of University policies or regulations. To make this determination, OIE’s analysis is guided by state and federal
law. If OIE determines that the conduct would not violate University policies and procedures even if all the allegations are credited, OIE will advise the Complainant of its determination and will not undertake further investigation. OIE may notify other individuals (including the Respondent) or offices within the University of the reported allegations in order to mitigate the impacts of any potentially discriminatory conduct. If, based on the allegations, OIE determines that the alleged conduct may violate University policies or regulations, the investigation will proceed as follows.

b. If the complainant does not respond to OIE’s outreach, responds and indicates a desire not to participate in the University’s investigative process, or responds and requests that an investigation not be conducted, the OIE’s staff will consult with the Title IX Coordinator regarding whether Title IX requires the University to continue with the investigation despite the complainant’s decision not to participate in the process or request that an investigation not be conducted. In this regard, OIE and the Title IX Coordinator will consider the reasons for the nonparticipation or request, including concerns about continued safety of the person reportedly harmed and members of the campus community. OIE and the Title IX Coordinator also must balance considerations about the continued health and safety of members of the community against a complainant’s desire not to have the report investigated. In cases when a complainant does not want to have a report investigated, but OIE has concerns that not taking formal or informal action might endanger the health or safety of members of the campus community, OIE may initiate private consultation with appropriate individuals to analyze the situation and assist in determining appropriate measures to take. Consultation may occur with the Deputy Title IX Coordinators, Director of OIE, Associate Vice President and Dean of Students, Students of Concern Team, UCF Police, licensed psychological health professional, Executive Director of Housing and Residence Life, Chief HR Officer, Director of the Office of Student Conduct and/or General Counsel. The University may need to proceed with investigating and adjudicating the case regardless of the wishes of the complainant in those cases whereby the situation is determined to pose a significant danger to the University community, including, but not limited to cases involving significant violence, cases in which the University has reason to believe that the Respondent has harmed more than one individual, or cases in which there is deemed to be a threat to the campus community. The Title IX Coordinator will make the ultimate decision about whether to move forward with an investigation or respond to the report in another manner. It is important to note that a Complainant’s request for anonymity and/or inaction may hinder or limit a response by the University.

4. Title IX Investigators and/or the Title IX Coordinator will notify the Respondent of the investigation. The Remedial and Protective Measures Designee will contact the Respondent to discuss interim remedial and protective measures, support resources, and information regarding the University’s investigative process.

5. The Title IX Investigators and/or the Title IX Coordinator will conduct individual interviews with the Complainant, Respondent, and witness(es) (if applicable), and collect all relevant evidence. The Complainant or the Respondent will not be permitted to participate in each other’s interview process. All interviews will be recorded in written form and each party will be provided with the opportunity to review their respective interview summaries to ensure accuracy and provide any additional information.

6. Both the Complainant and Respondent are permitted to have an advisor or support person of their choosing accompany them throughout the entire process. None of these parties can also serve as a witness. No other parties may be present for the investigative interviews and meetings with OIE.

7. Persons requiring a reasonable accommodation based on disability throughout the process must alert the Title IX Investigator or Title IX Coordinator of their need/request prior to the start of any meeting with supporting documentation.

8. Both the Complainant and Respondent will have equal access to review and comment upon any information independently developed during the University’s investigation process from their interviews prior to a final investigative report being submitted by the Title IX Investigator(s)/Title IX Coordinator to the Deputy Title IX Coordinator for Students. The University may need to proceed with the investigation despite the complainant’s decision not to participate in the process or request that an investigation not be conducted. In this regard, OIE and the Title IX Coordinator will consider the reasons for the nonparticipation or request, including concerns about continued safety of the person reportedly harmed and members of the campus community. OIE and the Title IX Coordinator also must balance considerations about the continued health and safety of members of the community against a complainant’s desire not to have the report investigated. In cases when a complainant does not want to have a report investigated, but OIE has concerns that not taking formal or informal action might endanger the health or safety of members of the campus community, OIE may initiate private consultation with appropriate individuals to analyze the situation and assist in determining appropriate measures to take. Consultation may occur with the Deputy Title IX Coordinators, Director of OIE, Associate Vice President and Dean of Students, Students of Concern Team, UCF Police, licensed psychological health professional, Executive Director of Housing and Residence Life, Chief HR Officer, Director of the Office of Student Conduct and/or General Counsel. The University may need to proceed with investigating and adjudicating the case regardless of the wishes of the complainant in those cases whereby the situation is determined to pose a significant danger to the University community, including, but not limited to cases involving significant violence, cases in which the University has reason to believe that the Respondent has harmed more than one individual, or cases in which there is deemed to be a threat to the campus community. The Title IX Coordinator will make the ultimate decision about whether to move forward with an investigation or respond to the report in another manner. It is important to note that a Complainant’s request for anonymity and/or inaction may hinder or limit a response by the University.

4. Title IX Investigators and/or the Title IX Coordinator will notify the Respondent of the investigation. The Remedial and Protective Measures Designee will contact the Respondent to discuss interim remedial and protective measures, support resources, and information regarding the University’s investigative process.

5. The Title IX Investigators and/or the Title IX Coordinator will conduct individual interviews with the Complainant, Respondent, and witness(es) (if applicable), and collect all relevant evidence. The Complainant or the Respondent will not be permitted to participate in each other’s interview process. All interviews will be recorded in written form and each party will be provided with the opportunity to review their respective interview summaries to ensure accuracy and provide any additional information.

6. Both the Complainant and Respondent are permitted to have an advisor or support person of their choosing accompany them throughout the entire process. None of these parties can also serve as a witness. No other parties may be present for the investigative interviews and meetings with OIE.

7. Persons requiring a reasonable accommodation based on disability throughout the process must alert the Title IX Investigator or Title IX Coordinator of their need/request prior to the start of any meeting with supporting documentation.

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4. Title IX Investigators and/or the Title IX Coordinator will notify the Respondent of the investigation. The Remedial and Protective Measures Designee will contact the Respondent to discuss interim remedial and protective measures, support resources, and information regarding the University’s investigative process.

5. The Title IX Investigators and/or the Title IX Coordinator will conduct individual interviews with the Complainant, Respondent, and witness(es) (if applicable), and collect all relevant evidence. The Complainant or the Respondent will not be permitted to participate in each other’s interview process. All interviews will be recorded in written form and each party will be provided with the opportunity to review their respective interview summaries to ensure accuracy and provide any additional information.

6. Both the Complainant and Respondent are permitted to have an advisor or support person of their choosing accompany them throughout the entire process. None of these parties can also serve as a witness. No other parties may be present for the investigative interviews and meetings with OIE.

7. Persons requiring a reasonable accommodation based on disability throughout the process must alert the Title IX Investigator or Title IX Coordinator of their need/request prior to the start of any meeting with supporting documentation.
As a public institution UCF must provide due process to students accused of violent conduct, injurious behavior, sexual misconduct, dating violence, domestic violence, and/or stalking. Alleged victims of violence may choose how to proceed within the student conduct process, although UCF can proceed with conduct action without the victim’s consent if the alleged behavior put others in reasonable fear of physical harm or created a hostile environment in which others are unable to conduct or participate in University work, education, research, or other activities, or otherwise adversely affects the accused student’s suitability as a member of UCF community. Alleged victims of violence or harassment whose cases are handled by the Office of Student Conduct in a formal hearing have certain rights in the conduct process as listed below. The following provisions are designed to provide a fair process for both parties while also ensuring victims/survivors protections under Title IX (http://www2.ed.gov/about/offices/list/oc教育资源_red/ix_digital.html) and the CampusSaVe Act (http://campusaveact.org/). Consistent with due process, a charged student is not in violation until a preponderance of evidence proves otherwise. To ensure fairness to victims/survivors of acts of violence throughout the disciplinary process, UCF has established the following provisions for victims/survivors:

1. A victim or survivor may have a person of her or his choice accompany her or him throughout the Student Conduct Review process. This person will act as a support person or advisor but will not represent the victim or survivor. A victim or a survivor shall be notified of the available assistance at the University of Central Florida.

2. A victim or survivor will be afforded similar and timely access to any information that will be used during the Student Conduct Review Process.

3. A victim or survivor will receive notice to attend a preliminary conference meeting with the Office of Student Conduct.

4. A victim or survivor may submit a list of questions related to the alleged incident, prior to the hearing, that she or he feels the charged student should be asked during the hearing process.

5. A victim or survivor will have equal opportunity to present relevant witnesses and other information during the Student Conduct Review Process.

6. A victim or survivor may not have her or his irrelevant past conduct, including sexual history, discussed during the hearing. The issue of relevancy shall be determined by the Student Hearing Panel or the hearing officer.

7. A victim or survivor will be provided access to view and hear the charged student’s statements during the Student Conduct Review Process.

8. A victim or survivor should not be questioned directly by the charged student during the Student Conduct Review Process. All questions shall be asked through a hearing officer.

9. A victim or survivor may make a “victim or survivor impact statement” and suggest an appropriate sanction, disciplinary warning, disciplinary probation, disciplinary suspension, and/or disciplinary expulsion (see section 5.009 #5 for more information) to include appropriate compensations if the charged student is found to have been in violation of the Rules of Conduct.

10. A victim or survivor and the charged student, will be informed of the outcome of the student conduct review, any outcomes, and appeal process concurrently in writing, after making a commitment to protect the confidentiality for all persons involved as outlined in the Family Educational Rights and Privacy Act Regulations, 34 CFR 99(a)(13). The victim/survivor must be informed of the outcome of the hearing and the outcome of any appeal without a commitment to protect the confidentiality of the information, pursuant to the Clery Act Regulations, 34 CFR 668.46(b)(11). The “final outcome” means only the final determination with respect to the alleged offense and any sanction that is imposed against the accused. If the alleged victim of such crime or offense is deceased as a result of such crime or offense, the next of kin shall be treated as the alleged victim for purposes of this paragraph.

UCF will provide the written determination of the hearing, appeal outcomes, and any changes to the result before it becomes final to the victim or survivor.

11. A victim or survivor has the right to appeal the outcome of the Student Conduct Review Process on the basis outlined in the Student Conduct Appeals section UCF-5.010.

12. A victim or survivor will be given periodic status updates throughout the Student Conduct Review Process, which generally takes sixty calendar days following receipt of an incident report.

If a complainant reports, UCF will ask for consent from the complainant to begin an investigation. Sometimes UCF may have to proceed without an investigation if there is a great risk to public safety.

Student Disciplinary Process and Sanctions

The UCF disciplinary process is consistent with the institution’s policy and will include a prompt, fair, and impartial investigation and resolution process transparent to the accuser and the accused. The UCF disciplinary process does not include communications and meetings between officials and victims concerning accommodations or protective measures to be provided to the victim. Usually, the resolution of complaints of sexual misconduct are completed within 60 days of the report, however the proceedings (timeframe) allows for extensions for good cause with notice to the accuser and the accused of the delay and the reason for the delay. Investigators and hearing board members are 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 policy and process provides that:

1. The accuser and the accused student each have the opportunity to attend a hearing before a properly trained hearing board that protects the safety of victims and promotes accountability;

2. The accuser and the accused will have timely notice for meetings at which the accuser or accused, or both, may be present;

3. The institution will allow for timely access to the accuser, the accused and appropriate officials to any information that will be used after the fact-finding investigation but during formal and informal disciplinary proceedings and hearings;

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

5. The institution provides the accuser and accused the same opportunities to have others present during an institutional disciplinary proceeding.

6. 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;

7. A student conduct decision is based on the preponderance of evidence standard;

8. The accuser and the accused each have the right to appeal the outcome of the hearing by and will be notified simultaneously in writing of the result of any disciplinary proceeding, as well as any changes to those result or disciplinary actions prior to the time that such results become final; and

Sanctions

In all cases, investigations that result in a finding of more likely than not that a violation occurred will lead to the initiation of disciplinary procedures against the accused individual. University sanctions for sexual misconduct include the following and will be imposed upon a finding of responsibility:

1. University sanctions for sexual misconduct include the following and will be imposed upon a finding of responsibility:
Disciplinary Probation

Disciplinary probation status shall be for a specific length of time. Restrictive conditions may be imposed and vary according to the severity of the offense. Restrictive conditions may include, but may not be limited to the following: loss of good standing, which may become a matter of record; ineligibility to receive any University award, scholarship, loan, honorary recognition, or initiation into any local or national organizations, and denial of the privilege to occupy a position of leadership or responsibility in any University student organization, publication, or activity, or ability to represent UCF in an official capacity or position. Under disciplinary probation, the student may continue to attend classes and is given a chance to show capability and willingness to live in accordance with University rules. However, if the student is subsequently involved in repeated misconduct may face suspension. During the period of suspension, a student may not attend classes, participate in University related activities, whether they occur on or off campus. A student under disciplinary suspension may not otherwise be present on University premises unless authorized in writing in advance under conditions approved by the Director of the OSRR. In determining if and to what extent suspended students shall be authorized to be on University premises, the Director of the OSRR or designee shall consider whether the suspension creates an undue hardship on the suspended student in regard to considerations that include, but are not limited to, the medical needs of the student. An overlay will be placed on a student’s record for record keeping purposes. All assigned educational sanctions must be completed prior to the conclusion of disciplinary suspension; otherwise the disciplinary suspension will remain in effect.

Disciplinary Expulsion

Expulsion is a sanction which removes the student from his/her academic program and permanently separates a student from UCF without opportunity to graduate or re-enroll at UCF in the future. An overlay will be permanently placed on the student’s record. Further, a hold will be permanently placed on a student’s record for record keeping purposes.

Educational Sanctions

In conjunction with an administrative sanction, a student found to have been in violation of any of the Rules of Conduct will be assigned educational sanctions such as, but not limited to, reflective / research papers, classes / seminars, community service, interviews, etc. If a student has any outstanding educational sanctions at the conclusion of disciplinary probation or suspension, a student’s disciplinary probation or suspension status and hold will remain in effect pending the completion of the educational sanctions.

ALCOHOL & OTHER DRUG PREVENTION AND INTERVENTION SERVICES

The Alcohol & Other Drug (AOD) Prevention Programming Office offers a variety of health promotion services, including education, prevention, alcohol and other drug assessments/evaluations, short-term interventions, and referrals. The office partners with other campus and community programs, activities, and support services to encourage individuals and groups to make low-risk, responsible choices that will enhance their personal and academic success at UCF.

The state of Florida statutes declare that it is unlawful for any person under the age of 21 to possess, use or consume alcoholic beverages. Consequently, no one under the legal drinking age may consume, distribute or possess alcohol on University properties, or as part of any University activity, unless they are employed under the provisions of s. 562.13. Please read the statute for more information. Additionally, it is unlawful to sell, give, serve or permit alcohol to be served to anyone under the age of 21. Furthermore, servers can be held liable for damage caused by underage drinkers to whom they provided alcoholic beverages.

The state of Florida statutes declare that it is unlawful to be under the influence of, use, possess, distribute, sell, offer, agree, or represent to sell narcotics, hallucinogens, dangerous drugs, or controlled substances, except when permitted by prescription or law. Violations of these laws are dealt with through the criminal courts and through the Office of Student Rights and Responsibilities. Students found liable are subject to not only criminal prosecution, but also to administrative sanctions, including permanent expulsion from the University. The UCF Police Department enforces both federal and state drug laws.

DATE RAPE DRUGS

• Never leave your drink unattended. Date rape drugs can be slipped into any type of drink and they are often colorless and odorless.

• Do not accept drinks from strangers.

• Watch bartenders pour your drink.

• Attend parties and bars with friends who will be with you throughout the event.

• Have your designated driver arranged before going out. The designated driver doesn’t consume any alcohol or illegal substances.

• If you think your drink has been tampered with, seek medical attention right away and request the hospital to conduct a toxicology test.

REAL PROJECT: AOD PEER EDUCATORS

Confidential screening and assessment is available for students who are interested in feedback regarding risk and protective factors associated with their self-reported AOD use. In compliance with the DFSCA a description of drug and alcohol policies and abuse education programs is available at http://goldennrule.sdes.ucf.edu/docs/aod.pdf. Students who have violated campus alcohol and other drug policies and/or have been referred for alcohol and other drug violations with law enforcement are also advised in our office. Please visit the UCF Wellness and Health Promotion Services website at http://whps.sdes.ucf.edu for more information on additional programs, resources, and workshops available to the UCF community.

PROTECT YOURSELF FROM DATE RAPE DRUGS

• Never leave your drink unattended. Date rape drugs can be slipped into any type of drink and they are often colorless and odorless.

• Do not accept drinks from strangers.

• Watch bartenders pour your drink.

• Attend parties and bars with friends who will be with you throughout the event.

• Have your designated driver arranged before going out. The designated driver doesn’t consume any alcohol or illegal substances.

• If you think your drink has been tampered with, seek medical attention right away and request the hospital to conduct a toxicology test.

• Do not accept drinks from strangers.

• Watch bartenders pour your drink.

• Attend parties and bars with friends who will be with you throughout the event.

• Have your designated driver arranged before going out. The designated driver doesn’t consume any alcohol or illegal substances.

• If you think your drink has been tampered with, seek medical attention right away and request the hospital to conduct a toxicology test.
The following categories of crime statistics for the campus, non-campus properties, and public property areas that are reported to the UCF Police Department and Campus Security Authorities must be disclosed for the most recent three calendar years:

- Homicide: Murder/Non-negligent Manslaughter, Negligent Manslaughter
- Sex Offenses
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- Domestic Violence
- Dating Violence
- Stalking
- Larceny-theft
- Simple Assault
- Intimidation
- Destruction/Damage/Vandalism

### Hate crimes must be reported by category of prejudice:

- Race
- Gender
- Gender Identity
- Religion
- Sexual Orientation
- Ethnicity
- National Origin
- Disability

(Statistics under Residential Facilities are also counted in the On Campus crime category. The law requires institutions to break out the number of On Campus crimes that occur in Residential Facilities.)
INSTITUTIONAL FIRE SAFETY POLICIES FOR UCF RESIDENCE HALLS AND AFFILIATED HOUSING

UCF is committed to providing a safe living, working and learning environment. The mission of the Department of Housing and Residence Life (DHRL) is to provide students living in University owned, managed and affiliated housing with a safe and secure environment that is conducive to both academic and personal achievement. In addition to providing supervision, structure, and resident services in our communities, the department promotes the personal growth and development of each resident through intentional programming efforts and outreach. In our partnership with other units within the Division of Student Development and Enrollment Services (SDES) and the larger UCF community, the department strives to foster scholarship as a fundamental purpose, instill a sense of community, and support individual responsibility, creativity, integrity, and excellence.

Fire safety is a top priority in UCF residential facilities. It is vital that members of the community understand and follow all rules and regulations. In an effort to further enhance improvements to fire safety the DHRL is continually evaluating systems for needed upgrades and scheduling them as they are required. Most recently UCF added new fire sprinklers to the Lake Claire housing facility and upgraded the fire alarm systems there. At present UCF is upgrading the fire alarm systems in Orange, Brevard and Seminole Halls. Future upgrades will include updating the fire panels in Citrus, Flagler and Sumer Halls. The Department of Environmental Health and Safety (EH&S) also monitors the training needs for added fire safety and protection.

Fires and Emergency Evacuation

In the Event of Fire: If a fire or suspicious smoke is observed, activate the nearest pull station to sound the building alarm, call 911, and proceed to the building’s evacuation location. Staff will respond to the sounding alarm and will direct residents accordingly. Always follow the direction of the UCF staff and the Police or Fire Department.

Evacuation Procedures: When an alarm sounds, all residents and their guests must immediately evacuate the building using the nearest exit, closing doors behind you, and proceed to the building’s evacuation location. Use stairwells where available instead of elevators. Do not rush out into the hallway. If the door to evacuate is closed, first, feel the door by gently applying the back of your hand. If it is hot, do not open the door and locate the nearest exit. All residents and their guests are required to evacuate the building, whether it is a drill, an active fire, or other threat-related incident. Failure to evacuate a building when an alarm has sounded or when directed by UCF staff, the Police and/or Fire Department is strictly prohibited and may result in student conduct action and/or termination of the resident’s housing agreement. Stand out of the way of UCF staff and other personnel as they work to manage the incident.

If You Are Not Able to Evacuate: Smoke rises, so the cleanest air is near the floor. If the planned escape route becomes smoky, crawl out of the building on your hands and knees. If escaping the room is not possible, stuff wet towels, sheets and/or clothes around the door and vents to keep smoke out. Call 911 and give them your location. If smoke is coming into the room, slightly open a window if possible. Stay low, yell and wave a bright cloth, towel, or sheet out a window to signal your location.

Evacuation Locations: Each building has a designated evacuation location. Resident Assistants (RA) will inform residents of this location during their first residence hall meeting. Each evacuation location will be at least 400 feet from the building. If you think someone is missing or trapped inside, report this to the staff and emergency personnel on site.

Re-entry to the Building: Do not re-enter the building until you are instructed to do so. This order will be given by UCF staff or affiliated housing management, or by the UCF Police Department. Failure to comply may result in student conduct action and/or termination of the resident’s housing agreement.

Reporting: All fire incidents must be reported to the RA, affiliated housing management, EH&S, and/or the UCF Police Department. If a member of the UCF community finds evidence of a fire that has been extinguished, and the person is not sure whether UCF Police has already responded, the community member should immediately notify the UCF Police Department to investigate and document the incident.

Accidental Fire Alarms: Any campus resident who activates the building fire alarm, accidently or without a true emergency, is responsible for any related costs from the Fire Department response. The standard charge for such an event is $300.00 (subject to change). This includes, but is not limited to, errors in cooking, smoking, vandalism, prank, and policy violations. Any additional costs beyond this and any applicable policy violation charges will also be assessed to the responsible resident(s). Neither students nor staff can interrupt fire department units once they have been dispatched to the campus community. If an alarm is activated, the DHRL duty station or UCF Police Department should be contacted to help residents’ better respond to protecting themselves and others in the community.

Fire Drills, Training, and Inspections

Fire Drills: DHRL and EH&S conduct fire drills each semester. Residents will be notified in advance but actual drill times will vary to encourage simulated emergency response.

Fire, Health, and Safety Inspections: For the safety of all community residents, room inspections are completed throughout the year to conduct specific fire, health and safety checks. Any violations found during these checks will need to be corrected in a specified time period (as directed by a RA). Failure to correct violations may result in housing and student conduct sanctions and a review of the resident’s housing agreement. Some violations are subject to immediate contract review.

Training: DHRL staff receives annual training by EH&S for fire extinguisher use, evacuation procedures, and general fire prevention topics. The DHRL relays information to the residents through the local RAs.

Fire Safety Equipment

Fire Alarm Systems: UCF Residential facilities are equipped with fire alarm systems to provide emergency occupant notification throughout the facility. In addition to automatic detection in hazardous areas, manual pull stations are provided for occupant use.

Fire Extinguishers: Residents are encouraged to familiarize themselves with the location of the fire extinguisher closest to their living area and throughout the facilities. All residents should know how to use a fire extinguisher. If a resident does not know how to use one and wants to learn, he or she should contact a RA. In addition to the extinguishers provided, DHRL recommends that every resident also keep their own small or class extinguisher in the event of an emergency.

Affiliated Housing Fire Extinguishers: Please be aware that there is a fire extinguisher located in the kitchen. To learn how to operate these devices, contact a RA.

Smoke Detectors: All rooms are equipped with smoke detectors. Some of these detectors are connected to the main alarm system and to the UCF Police Department. If the units are tampered with in any way, the UCF Police Department will respond to the alarm. Do not tamper with or cover any fire safety device, as it puts everyone in the community in danger. If a detector is not working or sounds for an unknown reason, notify DHRL staff immediately.

Affiliated Housing Smoke Detectors: All rooms are equipped with smoke detectors. If residents notice smoke detector(s) are beeping, they should notify the management office immediately, so that proper maintenance can be performed. They should not disable the smoke detector. Disabling or removing a smoke detector, including removing working batteries, is a violation of the law. It is the responsibility of the resident to replace batteries in the smoke detector after they move into the apartment. Residents at The Pointe at Central should contact 407-384-6800, or visit the office immediately, if they need assistance. Residents at Knights Circle should contact 407-362-5036, or visit the office immediately, if they need assistance.

Sprinklers: All UCF residential facilities are equipped with sprinklers. Sprinklers are there to protect both residents and their belongings, and are not to be tampered with or used to hang items on.
Tampering with Fire Safety Equipment: Tampering with any part of a fire protection system or equipment, including false alarms from pull stations; obstructing or tampering with doors, smoke detectors, stove top extinguishers, sprinkler heads, evacuation signs, pipes, hydrants, or exit signs, and illegal use of a fire extinguisher are violations of State Law and are punishable by a fine up to $5,000.00 fine and/or six months jail time. The resident will also be held responsible for Fire Department fines, related clean-up costs, and student conduct violations for instances that occur as a result of accident or intentional acts of endangerment. The resident may also face immediate housing agreement termination.

Affiliated Housing Fire Safety Equipment Checks: Smoke detectors and fire extinguishers in affiliated housing should be checked on the first of each month. To ensure that a fire extinguisher is in operable condition, check that the expiration date has not arrived, the pin is securely in place, and the gauge reads full. The date punched on the yellow tag indicates the date of the extinguisher’s last inspection, not the expiration date. All fire extinguishers are due for inspection one year from the date of the last inspection. If residents are concerned about the status of fire safety equipment, they can submit a maintenance work order and they will check the equipment.

FIRE PREVENTION
COOKING AND APPLIANCES
Apartment Kitchens: Apartment style facilities are equipped with a full kitchen that includes a full-sized refrigerator, freezer, and oven range. Small cooking appliances are permitted in the kitchen area. Deep fryers are prohibited. Apartment kitchens are also not to be used for things such as class projects, science experiments, and washing hair. Additionally, residents who use apartment kitchens are required to clean up after themselves before leaving.

Residence Halls and Fraternity/Sorority House Rooms without Kitchens: Suites without kitchens are not able to utilize the same appliance options as apartments. For safety and sanitation reasons, the following items and similar are prohibited:

- two sided, open faced, or indoor electric grills (ex. “George Foreman Grill”)
- deep fryers
- toaster ovens
- toasters
- electric skillets
- hot plates
- appliances with exposed heating coils

Permitted Appliances Outside of Kitchens: Residents are allowed to have a microwave oven (must be 1,000 watts or less), popcorn poppers, hot pots, and coffeepots with an automatic shut-off feature. Refrigerators (with or without freezers) which do not exceed 5 cubic feet total capacity are permitted. Residents with larger appliances will be asked to remove them and will be subject to a $25.00 fine per occurrence. Check with your RA or House manager if you have any question on permitted appliances.

Safe Operation: All appliances used in any UCF residential facility must be listed, in good working condition, and plugged into a power strip with a built-in circuit breaker. Any appliance deemed unsafe upon inspection by DHRL will be removed upon request.

Refuse disposal: All garbage resulting from the preparation of food in all facilities must be placed in a garbage bag and taken directly to the area dumpsters to avoid odor, attracting bugs or contributing to unsanitary conditions. Refuse is not permitted to accumulate in excessive quantities and shall not be left in common areas. Cooking Tips to Avoid Smoke Alarms:

- Always turn on the vent above the stove.
- Remember to use caution when cooking and never leave food that is cooking unattended.
- Remember the stove may heat differently than other stoves, so residents should check their food frequently.
- If a grease fire occurs, use baking soda or flour to extinguish the fire. Never put water on a grease fire.
- Do not use the oven for storage and check it prior to warming it up for use.
- Have a tight fitting lid available to cover the pan until it cools if there is potential problem.

If your smoke detector sounds from cooking in ONLY your apartment, and there is no fire:

- Call your RA or community duty station.
- Give them your name, location, and inform them that a smoke detector is sounding.
- Turn on the vent or fan and open windows, if possible, to clear any smoke.
- DHRL, University Police or Facilities Operations will respond to the scene.

Failure to Comply: A $25.00 fine per occurrence and a review of the resident’s housing agreement may be considered if he or she is found violating these policies.

FIRE PREVENTION - GENERAL SAFETY
Candles, Open Flames and Incense: Due to the potential fire hazard, the use or possession of candles, incense, lanterns, torches, tiki candles, or other related items is strictly prohibited in all UCF residential facilities. This restriction includes unlit, unburned, and unused products.

Circuit Breakers: If an electrical circuit is overloaded, it will trip the circuit. This is a safety feature to prevent electrical fires. If a circuit is tripped, electrical appliances should be unplugged and relocated to different outlets. The resident should then notify the RA. Do not attempt to reset breaker on your own.

Curtains and Draperies: Curtains and draperies are prohibited in all UCF residential facilities. Curtains being used in hallways, closets, or as partitions in rooms or apartments are also prohibited. If a bedroom does not have doors on the closet, the resident may put up a curtain using a tension rod; however, the rod must be 20 inches from the ceiling, in order to allow the sprinkler full coverage in the event of a fire. Failing to follow these policies may result in a sanction or citation.

Decorations: Excessive decorations in rooms and common areas are prohibited. Loose items and coverings may not be placed over doorways. If you have a question about permitted decorations contact your RA. Live cut holiday type trees and excessive amounts of cut vegetation are prohibited inside all UCF residential facilities.

Electrical Cord Guidelines: Extension cords are prohibited in university housing facilities. Only 120v, listed electrical power outlet strips (surge protectors) with a built-in manual reset 15-amp circuit breaker are permissible. The maximum allowable length of the cord is six feet, with a maximum of six outlets at the end of the cord. Only one outlet strip may be used per wall outlet, and power strips may not be plugged into one another (daisy-chaining). In addition, non-circuited multi-socket cords, multi-plug adapters, anything with a frayed or damaged cord, and air fresheners or fans with an outlet are strictly prohibited as they can cause a fire. Be very cautious and ask RAs any questions. These policies are in accordance with the Florida State Fire Marshal and state policy.

Prohibited Items and Hazardous Materials: In addition, explosives, flammable or any hazardous substances, or any item or thing of a dangerous nature are strictly prohibited within DHRL facilities. This includes but is not limited to, bug bombs, gases, gasoline, solvents, lighter fluid, propane, non-life support compressed gas cylinders, dive tanks, and welding tanks (full or empty). Also see Appliances, Candles and Incense, Decorations, Electrical Cord Guidelines, Smoking, and Weapons in this guide for other prohibited items. The DHRL has the final authority in determining an item’s classification as hazardous. All items deemed hazardous will be removed upon request.
Smoking: UCF is a smoke-free campus. In compliance with the Florida Clean Air Act of 1992, smoking is not permitted in any residence hall, apartment room, hallway, lounge, laundry room, community center, common house space, classroom, or enclosed stairway of any building owned or managed by UCF.

Affiliated Housing Smoking: Smoking is permitted inside apartments, with permission of all tenants. In the event that there becomes a conflict between tenants about smoking within the apartment, the unit will default to a smoke-free environment.

Weapons: Florida Statute 790.115 prohibits the possession, control, or display of any firearm, electric weapon or device, destructive device, or other weapon as defined in Florida statute 790.001, while on the property of UCF. Individuals who possess a license to carry concealed weapons are not exempt. Weapons includes, but is not limited to firearms, ammunition, BB or pellet guns, air soft guns, weapons for sport (including paint ball guns, bow and arrows, diving knives, hunting weapons), stun guns, swords, switch blades, knives, sling shots, martial arts or medieval weapons, and flammables (liquids, solvents, gases).

“Toys” that look like actual weapons are also prohibited. In addition, fireworks (including sparklers and smoke bombs), explosives, or dangerous/flammable chemicals of any kind are strictly prohibited in any UCF residential facility or in the surrounding vicinity.

Affiliated Housing Fire Prevention: Prevention is the best insurance against fire. Knights Circle and The Pointe at Central recommend that residents take these simple safety precautions in apartments to prevent fires from starting:

1. Never leave cooking, appliances in use (such as an iron or hair straightener), or cigarettes unattended.
2. Let cooking grease cool and then pour into a metal can. Never pour hot grease into a plastic container.
3. Never misuse lighters or matches.
4. Avoid cooking while intoxicated, taking medication, or tired.
5. Test smoke detector(s) monthly to make sure they are working.
6. Do not store fuel-operated grills, tools or vehicles (motorcycles) inside the apartment, or in or on stairwells, breezeways, patios, or balconies.
7. Never burn candles or use halogen lamps or cheap extension cords.
8. Never overload extension cords or outlets.
9. Always use electrical items for their intended purposes only.
10. Keep curtains and other materials 12 inches from any outlet.
11. Always keep the apartment free of clutter.
12. Always evacuate if the building alarm sounds.

**ON CAMPUS RESIDENTIAL FACILITY FIRE SAFETY EQUIPMENT AND DRILLS**

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<thead>
<tr>
<th>Name of Facility</th>
<th>Address</th>
<th>Fire Alarm Monitoring System on Site or Building</th>
<th>Smoke Detectors</th>
<th>Fire Extinguishers</th>
<th>Full Fire Alarm System</th>
<th>Sprinkler System</th>
<th>Stovetop Extinguishers</th>
<th>Number of Fire Drills Condensed in 2003</th>
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### UCF RESIDENTIAL FIRE REPORT

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<th>Name of Facility</th>
<th>Address</th>
<th>Total Fires In Each Building</th>
<th>Fire Number</th>
<th>Date</th>
<th>Time</th>
<th>Nature of Fire</th>
<th>Number of Injuries That Required Treatment at a Medical Facility</th>
<th>Number of Deaths Related to a Fire</th>
<th>Value of Property Damage Caused by Fire</th>
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<tr>
<th>Time</th>
<th>Nature of Fire</th>
<th>Number of Injuries That Required Treatment at a Medical Facility</th>
<th>Number of Deaths Related to a Fire</th>
<th>Value of Property Damage Caused by Fire</th>
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<td>11:04 AM</td>
<td>Unintentional/Machinery</td>
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<td>Unintentional/Smoking Materials</td>
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<td>8:32 PM</td>
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<td>10:18 PM</td>
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CRIMES REPORTED AT MAIN CAMPUS

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<thead>
<tr>
<th></th>
<th>On campus</th>
<th>Non-campus</th>
<th>Public property</th>
<th>On-campus residential facility</th>
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</tr>
<tr>
<td>Robbery</td>
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</tr>
<tr>
<td>Aggravated Assault</td>
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<tr>
<td>Motor Vehicle Theft</td>
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<td>Domestic Violence</td>
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UNFOUNDED CRIMES REPORTED AT MAIN CAMPUS

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<td><strong>2017</strong></td>
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</tr>
<tr>
<td>Robbery</td>
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<td>Aggravated Assault</td>
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</tr>
<tr>
<td>Arson</td>
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<td>Sexual Offense</td>
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<td>Domestic Violence</td>
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<td>Dating Violence</td>
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<tr>
<td>Stalking</td>
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</table>

UCF must also disclose statistics for “unfounded” crimes. An unfounded crime is considered to be a reported crime that is determined to be baseless or baseless through the result of an investigation.
The UCF Police Department protects the rights of the campus community regardless of sex, race, color, ethnicity, sexual orientation, physical handicap, religion, or other belief system. We maintain the highest ethical standards to ensure positive interactions and to maintain the continued trust and support of our community.

Our first and highest priority is the safety and welfare of the students, faculty and staff members, and visitors. To keep our campus community safe, we investigate suspicious behavior and identify violations. Our officers actively enforce the criminal laws and motor vehicle laws of the state and will only detain citizens when there is a reasonable suspicion that a crime is being committed or has been committed.

WHY AN OFFICER MIGHT STOP YOU

There are various reasons why an officer may stop you. You may have committed a traffic violation, or your vehicle and/or the people in your vehicle may match the description of a suspect or suspect vehicle.

Traffic stops are stressful for you and the officer. While you may feel anxious, angry, or confused, to ensure your safety, your passenger’s safety and the officer’s safety, please cooperate and comply with all instructions.

PREVENT CAMPUS THEFT

Theft is the biggest crime problem facing university campuses across the nation. Electronics are a popular target for thieves. An owner walks away from their property for a moment and returns to find that the property is missing. We encourage everyone to use the property registration program offered by the UCF Police Department. By recording your serial number, the chances of recovering your property are much higher.

Bicycles are the best method of transportation to get around campus, but they are also a target if left unsecured or if inexpensive locks are used. Cross-locking - using more than one kind of lock - is a good way to deter thieves. For example, put a U-shaped lock through your frame and front tire.

• Register property with a serial number on the UCF Police Department’s website at https://police.ucf.edu/property-registration and we will store the information for four years.
• You can also register your property on the UCF Mobile app, which can be downloaded at https://ucfmobile.ucf.edu. Once downloaded, open the app, select the “Safety” module, then “Crime Prevention,” then “Property Registration.” From there, you’ll be directed to the website, where you can register your items.

YOUR SAFETY IS OUR CONCERN

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1. Always roll your windows up and lock your car.
2. Don’t leave valuables in plain view. Items left in the open attract thieves. Store them in your trunk if necessary.
3. Engrave expensive accessories, such as car stereos and speaker systems, with your driver’s license number. This aids the police in tracing the stolen items.
4. Never leave your vehicle running and unattended.
5. Install an antitheft device that is highly visible, hard to defeat, and renders the car inoperable.
6. Drop a business card or address label in the map pockets of your doors.
7. Don’t hide a spare key.
8. Don’t leave important papers such as bank statements, credit card statements, or other important documents in your car.
9. Photocopy your registration and insurance information and keep it in a safe place other than your vehicle.
10. Most importantly, be crime-wise. Think of what you can do to protect your belongings ahead of time before you become a victim. Don’t become complacent.

If your vehicle has been burglarized, contact the UCF Police Department immediately and try not to touch the vehicle. The more you touch your vehicle, the more you contaminate the crime scene.

Report Suspicious Activity

For an emergency, call 911.
For a non-emergency on campus, call 1-855-352-7233
Keep phone numbers for law enforcement in your cellphone in case you need them.

CRIMELINE—800-423-TIPS

**UCF POLICE**
- **Emergencies**: 911
- **Non-Emergencies**: 407-823-5555
- **Victim Services**: 407-823-3300 or TEXT 407-823-6868
- **Safe Escort Patrol Service**: 407-823-2424 or 407-823-5555

**UCF RESOURCES**
- **Environmental Health and Safety**: 407-823-6100
- **Greek Affairs**: 407-823-2072
- **Housing and Residence Life**: 407-823-6663
- **Maintenance**: 407-823-0325
- **Parking and Transportation Services**: 407-823-5612
- **Student Counseling Center**: 407-823-2311
- **Student Health Services**: 407-823-2701

**OTHER EMERGENCY NUMBERS**
- **Victim Service Center of Orange County 24-hour Hotline**: 407-497-5701
- **National Sexual Assault 24-hour Hotline**: 800-656-4673 (HOPE)
- **Florida Dating/Domestic Hotline**: 800-500-1119

To report a sexual assault that took place in Seminole County, please call the Seminole County Sheriff’s Office. A victim advocate will be contacted to assist you.

**OTHER IMPORTANT PHONE NUMBERS**
- **Casselberry Police Department**: 407-262-7616
- **Florida Highway Patrol**: 407-737-2300
- **Orange County Sheriff’s Office**: 407-254-7000
- **Orlando Police Department**: 407-246-2470
- **Oviedo Police Department**: 407-971-5700
- **Seminole County Sheriff’s Office**: 407-665-6650
- **Winter Park Police Department**: 407-644-1313
- **Winter Springs Police Department**: 407-327-1000

UCF is a smoke-free campus.