

**WESTCHESTER COLLEGE OF NURSING AND ALLIED HEALTH**  
**ANNUAL SECURITY REPORT 2019**

**I. CAMPUS WATCH**

A truly safe campus can only be achieved through the cooperation of students, faculty and staff. As a member of the WESTCHESTER COLLEGE OF NURSING AND ALLIED HEALTH (WCNAH) COMMUNITY, it is your responsibility to report crime, suspicious activity or other emergencies on campus to the appropriate school official. Should you become a witness to or victim of a crime, immediately report the incident to local law enforcement officials, the administration office, or to the Los Angeles Police Department Pacific Community Police Station. All crimes will be investigated and when appropriate, brought to the attention of the Administration office for disciplinary hearings.

**Purpose of the Annual Disclosure Report**

WCNAH prepares this report to comply with the *Jeanne Clery Disclosure of Campus Security and Crime Statistics Act*. The full text of this document can also be found on <http://www.westchestercollege.edu/campus-safety/> or by visiting the Administrative office. This report was prepared with the assistance of local law enforcement agencies. Campus crime, arrests and referral statistics include those that were reported to local law enforcement and campus faculty and staff. This data may also include crimes that have occurred in private residences or businesses adjacent to the campus.

**II. REPORTING CRIMES AND EMERGENCIES**

When making your report of an incident you will be asked to provide the following information:

1. Description of the incident
2. Date, time and location of the incident
3. Description of the persons or vehicles involved in the incident
4. Detail regarding who was notified about the incident

Upon receipt of this report WCNAH will determine the appropriate response, which could include disciplinary action against the offender(s), notification to local law enforcement, notification to the campus community or other public safety alternatives deemed appropriate given the circumstances. Please note that your identity may not be confidential when reporting an incident. WCNAH does not have procedures for voluntary, confidential reporting of crimes.

Once each semester, WCNAH will contact the Los Angeles Police Department and property management to monitor and record crimes that occur within the designated area surrounding the campus that have been reported to the local Police.

All Emergencies – dial 911

**III. ANNUAL SECURITY REPORT**

WCNAH will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the ALERT notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

The Administrative Office will determine if there is a significant emergency or dangerous situation and what segment of the campus community will need to receive a notification.

WCNAH will:

- Test emergency response and evacuation procedures on an annual basis
- Document each test, including the date, time, and whether it was announced or unannounced
- Publicize emergency response and evacuation procedures in conjunction with at least one test per calendar year

#### **IV. CAMPUS ALERT SYSTEM**

In the event of an emergency or a potentially dangerous threat to the campus or center arises, you will receive timely notification via the Alert system, on campus flyers, and/or email announcements. Please make sure to keep your contact information updated with the Administration office.

##### **Area Police/Fire Non-Emergency Information:**

###### Los Angeles Police Department Pacific Community Police Station:

12312 Culver Blvd  
Los Angeles, CA 90066  
(310) 482-6334

###### Los Angeles Fire Department –Station 5 (Westchester – LAX Area)

8900 S Emerson Avenue  
Los Angeles, CA 90045  
(213) 485-6205

#### **V. CAMPUS ACCESS, FACILITY SECURITY AND LAW ENFORCEMENT**

Drollinger Properties maintains the building and grounds with a concern for safety and security. Drollinger staff inspect the facility regularly, promptly make repairs affecting safety and security hazards, and respond to reports of potential safety and security hazards such as broken windows, locks, etc. Students and staff can assist the assist Drollinger Properties by calling (310) 417-8048 to report concerns. Additionally, Drollinger Properties routinely inspect the grounds and building to review lighting and other environmental concerns for safety.

There are fire alarm and pull stations throughout the facility that should be used only in the event of an emergency. Fire extinguishers and water hoses are also located throughout the school facilities and building. If an emergency requires evacuation, there are signs clearly posted throughout the building indicating the best routes for evacuation.

The school is generally open from 8:00 AM to 4:30 PM Monday through Friday, Saturday 7:00 AM to 11:00 AM. When the office is closed, it is locked and monitored by a security company access to classrooms and laboratories is limited to those enrolled in the courses meeting there. Access to on- and off-campus activities is limited to actively enrolled students and their guests. Students are responsible for the behavior of their guests at all times at campus=arranged events. WCNAH reserves the right to require that student identification cards be presented for admittance to certain locations and events. WCNAH may also require students to register their

guests with the Administration Office prior to attendance to certain locations and events. Students and staff identification cards should be worn at all times.

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

The campus security department maintains a policy concerning the monitoring and recording, through local police departments, of criminal activity in which students engaged at off-campus locations of student organizations officially recognized by the institution, including student organizations with off-campus housing facilities.

The campus is located in a public office building. This building has its own security and maintenance staff that must adhere to strict regulations of various city ordinances and routine inspections. Drollinger Properties website lists the hours it is accessible. <http://drollingerproperties.com> Admittance to the campus during off hours must be arranged with the Administrative office in conjunction with the building manager. Access to classroom facilities and computer laboratories is limited to those enrolled in courses.

### **Location Address & Phone#**

WESTCHESTER COLLEGE OF NURSING AND ALLIED HEALTH  
8939 S. Sepulveda Boulevard, Suite 302  
Los Angeles, CA 90045  
(310) 981-9644

### **Fire Dept. Phone#:**

911

### **Police Dept. Phone#**

911

## **VI. SAFETY AND SECURITY**

Campus safety and security is the shared responsibility of both students and staff. To enhance student and staff awareness of their responsibility for personal safety, various information and services including but not limited to the following are provided throughout the year:

- Emergency safety information for housing students
- Safety/security displays in the Administrative office and entrance.
- Use of school publications as a forum for personal safety topics

### **Safety and Security Tips**

#### **Personal**

- Stay alert and tuned in to your surroundings.
- Communicate that you are calm, confident and know where you are going.
- Stay away from isolated areas.
- Stay on the part of sidewalks furthest away from shrubs, dark doorways and alleys.
- Walk with a companion whenever possible.
- Check the back seat before getting into a car. Keep doors locked while driving.
- Don't overload yourself with packages or wear shoes or clothing that restricts movement.
- Avoid displaying large amounts of cash or jewelry.
- Carry a purse close to your body. Carry a wallet in an inside coat or front trouser pocket.

- If you think someone is following you, abruptly switch directions and walk toward an open store, restaurant or lighted home.
- Don't hitchhike or pick up hitchhikers.
- Park in well-lighted areas.
- Avoid isolated bus stops at times when few other people are around.
- Do not reveal your name, phone number or address to strangers.
- Never admit that you are alone or that you will be away from home.
- Keep an eye on neighbors' home or apartments while they are away and have them do the same for you.
- Keep your local police department's phone number next to your phone.

#### **Vehicle**

- Always lock your car and remove the keys. Make sure the windows are closed
- Lock all valuables in the trunk
- Never leave an ID tag on your key ring
- Leave only the ignition key with parking attendants
- Park in well-lit areas

#### **Office**

- Keep your purse, wallet and other valuable items with you at all times or locked in a drawer or closet
- Never leave keys lying out
- Never leave change or cash on the desk or in a top drawer
- Notify security personnel of any suspicious persons or vehicles
- Lock doors when working after normal hours
- Report any broken or flickering lights, and doors that don't lock properly

***Campus Crime Statistics are included at the end of this document.***

## **VII. SEXUAL OFFENSE AWARENESS**

### **Definitions**

Dating violence is defined as violence committed by a person who: is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the following factors: (1) the length of the relationship; (2) the type of relationship; (3) the frequency of interaction between the persons involved in the relationship.

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

Forcible sexual offenses are defined as, "Any act directed against another person, forcible and/or against the person's will; or not forcibly or against the person's will where the victim is incapable of giving consent," and include, forcible rape, forcible sodomy, sexual assault with an object, and forcible fondling.

Non-forcible sex offenses are defined as "Unlawful, non-forcible sexual intercourse," and include incest and statutory rape.

Rape is defined as sexual intercourse that is coerced through force or threats of forcibly, or with someone who is unconscious, or incapable of giving consent.

Sexual assault is defined as an offense classified as a forcible or non-forcible sexual offense that is physical contact of a sexual nature, which is against one's with or without one's consent.

Stalking is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to: (1) fear for his/her safety or the safety of others; or (2) suffer substantial emotional distress.

### **Procedures to Follow After an Assault**

Victims of sexual assault or rape are strongly encouraged to report the incident in order to deter these assaults and to ensure that victims receive the services they need. Steps should be taken to help deal with the physical and emotional trauma:

1. Go to safe place; go somewhere to receive emotional support.
2. Report a sexual assault on campus to the school Administrator or local leadership.
3. Report the assault to the police. If requested, WCNAH will assist with notification.
4. Preserve all physical evidence. Do not shower, bathe or douche and save the clothing worn.
5. Go to the hospital for medical care. Injuries should be treated and an examination completed to document and collect physical evidence of the assault. WCNAH will assist with transportation if necessary.
6. Seek professional counseling. This can help in the recovery from the psychological effects of the assault.

Please refer to the *Resources for Victims of Sexual Assault* section of this document for a list of local resources that will provide immediate advice and assistance to victims of sexual assault or rape.

All reports filed with WCNAH will remain confidential. Staff and faculty should report any on-campus sexual offense to the Administrator's office and proper authorities.

### Disciplinary Action

Disciplinary procedures and sanctions as outlined in the Student Code of Conduct will be followed once charges are brought after an alleged sexual assault. Both the accuser and the accused are entitled to the same opportunities to have others present during a disciplinary hearing. Both the accuser, upon his/her written request, and the accused, of a crime of violence or a non-forcible sex offense, will be informed of the results of any disciplinary proceedings conducted as a result of an alleged sexual assault.

### Sexual Offense Awareness

## **VIII. RESOURCES FOR SEXUAL ASSAULTS**

### **National Resources**

#### Rape, Abuse & Incest National Network

1-800-656-HOPE (4673)

<https://www.rainn.org/get-help/national-sexual-assault-hotline>

#### National Child Abuse Hotline

1-800-422-4453

[www.childhelp.org](http://www.childhelp.org)

#### National Domestic Violence Hotline

1-800-799-7233  
1-800-787-3224 (TTY)  
[www.thehotline.org](http://www.thehotline.org)

National Teen Dating Abuse Lifeline  
1-800-273-8255  
1-866-331-8453 (TTY)  
[www.suicidepreventionlifeline.org](http://www.suicidepreventionlifeline.org)

### **State Domestic Violence Coalition Resources**

California Partnership to End Domestic Violence  
1-916-446-2520  
[www.cpedv.org](http://www.cpedv.org)

### **State Sexual Assault Coalition Resources**

California Coalition Against Sexual Assault  
1-916-446-2520  
[www.calcasa.org](http://www.calcasa.org)

### **California**

Abused Persons Crisis Services Hotline  
(800) 273-8255

Community Information & Referral Hotline  
(858) 277-1463

Family Justice Center (Central)  
(619) 533-6000

### **On-Line Resources for Victims of Sexual Assault**

<http://www.victimsofcrim.org/>

## **IX. CAMPUS SEX CRIMES PREVENTION ACT**

The Campus Sex Crimes Prevention Act requires sex offenders already required to register in a State to provide notice, as required under State law, to each institution of higher education in that state at which the person is employed, carries on a vocation, or is a student. The act requires that state procedures ensure this registration information is promptly made available to law enforcement agencies with jurisdiction where the institutions of higher education are located and that it is entered into appropriate state records or data systems. These changes became effective two years after enactment of the law (2002).

This act amends the Higher Education Act of 1965 to require institutions of higher education to issue a statement, in addition to other disclosures required under that Act, advising the campus community where law enforcement agency information provided by a State concerning registered sex offenders may be obtained. This change takes effect two years after enactment (2002).

This act amends the Family Educational Rights and Privacy Act of 1974 to clarify that nothing in that Act may be construed to prohibit an educational institution from disclosing information provided to the

institution concerning registered sex offenders; requires the Secretary of Education to take appropriate steps to notify educational institutions that disclosure of this information is permitted.

Illinois and California require an institution that contracts with a school district to provide educational services to K-12 students to collect fingerprints of any colleagues who will have regular contact with the K-12 students. Human Resources maintain this process.

To check registered sex offenders in a state see the State Sexual Offender Registry List section.

## **X. STATE SEXUAL OFFENDER REGISTRY LIST**

### **CALIFORNIA**

Website: <http://meganslaw.ca.gov/>

Phone Number: 916-227-4974

## **XI. ALCOHOL AND SUBSTANCE ABUSE POLICY**

WCNAH expects all members of its community; students, faculty and staff, to be familiar with and to abide by applicable state, federal and local laws regarding alcohol and drugs. WCNAH forbids the use, possession, distribution or sale of drugs; expect permitted substances when taken under a doctor's prescription and consistent with a doctor's instructions. WCNAH specifically prohibits the use, possession, distribution or sale of medical marijuana on its premises or at any WCNAH-sponsored event. The unauthorized possession, distribution, sale or consumption of alcoholic beverages anywhere on WCNAH property or at WCNAH sponsored events is also forbidden. Violation of state, federal or other local regulations with respect to illegal drugs or alcohol are subject to both criminal prosecution and campus disciplinary action. Please refer to the following sections for additional information: Drug Free Schools and Communities Act, Laws Regarding Alcohol and Drugs, School Sanctions and Local treatment Resources, and the Code of Conduct in the Student Handbook.

## **XII. DRUG FREE SCHOOLS & COMMUNITIES ACT**

### **Educational Guidelines Pertaining to Drug Free Schools & Communities Act**

WCNAH expects all members of its community including students, faculty and staff, to be familiar with and to abide by applicable state, federal and local laws regarding alcohol drugs. Students are also responsible for knowing school regulations concerning alcohol use on campus. WCNAH forbids the unauthorized use, possession, distribution or sale of drugs or alcohol by a student anywhere on school property. Violation of these laws or regulations may subject a student to both criminal prosecution and campus disciplinary action.

Use of illicit drugs and abuse of prescription drugs pose a serious threat to mental and physical health. Alcohol is a drug. Its use in even the smallest amounts may be harmful to some people, and when used to excess, alcohol is harmful to everyone. For this reason, responsible drinking is essential and is expected of those who choose to drink.

### **Substance**

#### **Alcohol (at .08 Blood Alcohol Concentration & Above)**

Impaired motor abilities; reduced judgment; sleepiness; increased sexual desire but reduced ability to perform; nausea, vomiting; liver disorders-alcoholic hepatitis, alcoholic cirrhosis; cancer of the-tongue, mouth, throat, esophagus, liver, breast; fetal alcohol syndrome (most common symptom is mental retardation).

#### **Cannabis Marijuana Hash/Hash Oil THC**

Diminished-short term memory, motivation & cognition, coordination & concentration, oral communication, reaction time; anxiety & panic reactions; carcinogenic elements in smoke; damaged lungs & respiratory system.

### **Cocaine (includes Crack Cocaine)**

Increased likelihood of risk taking; seizures; sleeplessness; paranoia; irregular heartbeat; can cause sudden death by stroke or heart failure, even in young users; cocaine psychosis (paranoia & hallucinations); ulceration of mucous membranes in the nose; sexual dysfunction; during pregnancy can cause severe physical & emotional problems in babies.

### **Depressants, Tranquilizers, Barbiturates, Methaqualone**

Dangerous effects when mixed with alcohol; calmness & relaxed muscles; slurred speech, staggering gait, loss of motor coordination; altered perceptions; respiratory depression which can result in coma or death; disruption of normal sleep cycle; during pregnancy-birth defects, brain tumors in children; tolerance develops severe withdrawal symptoms; physical & psychological dependence.

### **Other Stimulants (Excluding Cocaine), Amphetamines, Methamphetamines**

Increased heart & respiratory rates; elevated blood; decreased appetite; headaches; blurred vision; dizziness; sleeplessness; anxiety; amphetamine psychosis-violent behavior, hallucinations, delusions, paranoia; drug tolerance & dependency; mood swings; ulcers; mental confusion.

### **Psychedelics, LSD, Mescaline, Psilocybin, Phencyclidine (PCP), MDMA (Ecstasy), MDA**

Distorted sense of distance, space and time; blockage of pain sensations; nausea, vomiting & diarrhea; severe mood disorders, panic depression, anxiety; greater suggestibility & feelings of invulnerability; unpredictable reactions if drugs are "cut" with impurities; tolerance after (3-4 daily doses--higher doses are required to produce same effects).

### **Narcotics, Opium, Morphine, Codeine, Thebaine, Heroin, Methadone, Darvon, Demerol**

Feeling of euphoria followed by drowsiness; nausea & vomiting; respiratory depression; central nervous system depression; use of unsterile needles promotes-AIDS, hepatitis B, endocarditis (infection in the heart); women dependent on opiates have multiple pregnancy complications-spontaneous abortions, still births, anemia, diabetes.

## **XIII. LAWS REGARDING ALCOHOL AND DRUGS**

### **CALIFORNIA**

In addition to the Federal laws, the State of California has its own laws dealing with controlled substances.

#### **Alcohol**

- **Under age consumption and/or possession**
  - Misdemeanor-Driving privileges suspended for one year and \$125 license reissue fee
- **Open container in motor vehicle**
  - Misdemeanor-Fine \$390
- **Driving under the influence**
  - Misdemeanor-48 hours to 6 months jail time, \$390-\$1000 fine and \$125 license reissue fee

#### **Marijuana**

- **Amount possessed will determine the penalty**
  - o 6 months (min)- 10 years (max)-plus fine



## **All Other Narcotics**

### **Felony**

- Amount possessed will determine the penalty
- 2 years (min)-10 years (max)-plus fine

***\* Information is given for first offense only. Repeat offenses carry progressively greater sanctions. Trafficking (selling) any of the above drugs, excluding alcohol, are all felonies. Amount and type of drug possessed for sale will determine penalty. The above information is presented as guidelines for educational purposes but is not binding. Actual penalties and sanctions imposed will be determined by the facts relating to each individual.***

## **XIV. FEDERAL**

Federal law penalizes the unlawful manufacturing, distribution, use, sale, and possession of controlled substances. The penalties vary based on many factors, including the type and amount of the drug involved, and whether there is intent to distribute. Federal law sets penalties for first offenses ranging from less than one year to life imprisonment and/or fines up to \$10 million. Penalties may include forfeiture of property, including vehicles used to possess, transport, or conceal a controlled substance; the denial of professional licenses or Federal benefits, such as student loans, grants, and contracts; successful completion of a drug treatment program; community service; and ineligibility to receive or purchase a firearm. Federal law holds that any person, who distributes, possesses with intent to distribute, or manufactures a controlled substance on or within one thousand feet of an educational facility is subject to a doubling of the applicable maximum punishments and fines. See the Federal Controlled Substances Act at 21 USC 800.

## **XV. SCHOOL SANCTIONS**

The following are prohibited under the Code of Conduct applicable to students:

- Use, Possession or distribution of narcotic or other controlled substances, except as expressly permitted by law, a valid doctor's order, and the College, or being under the influence of each substance. Please note in particular that even where otherwise permitted under local law, marijuana use, possession, or influence on College premises, at College events, or that adversely affects the WCNAH community is prohibited.
- Use, possession or distribution of alcoholic beverages, except as expressly permitted by law and College regulation; or public intoxication.

The sanctions listed below may be imposed upon any covered person found to have violated the Code of Conduct. The listing of the sanctions may be used in any order and/or combination that the College deems appropriate for the conduct in question.

- a) Warning – A verbal or written notice that the respondent has not met the College's conduct expectations.
- b) Probation – A written reprimand with stated conditions in effect for a designated period of time, including the probability of more severe disciplinary sanctions if the respondent does not comply with the College policies or otherwise does not meet the College's conduct expectations during the probationary period.
- c) Restitution – Compensation for loss, damage or injury. This may take the form of appropriate service and/or momentary or material replacement.
- d) WCNAH Suspension – Separation of the respondent from the College for a defined period of time, after which the respondent may be eligible to return. Conditions for readmission may be specified.
- e) WCNAH Expulsion – Permanent separation of the respondent from all College locations.

- f) Suspension of Services – Ineligibility to receive specified services or all WCNAH services for a specified period of time, after which the respondent may regain eligibility. Conditions to regain access to services may be specified.
- g) Ineligibility for Services – Permanent ineligibility to receive specified or all WCNAH services.
- h) Limiting Order – Restriction on a respondent’s permission to be in the same proximity as the complainant and/or others, with the parameters of the restriction to be defined by the College (e.g., for use with allegations of sexual or other misconduct).

**Faculty and Staff**

While on the job or on institution property, WCNAH prohibits colleagues from:

- Using, selling, or possessing alcohol or illegal unauthorized drugs
- Being under the influence of alcohol or any illegal or unauthorized drug, and
- Using, selling, or possessing drug paraphernalia

Sanctions for this violation could lead up to termination of employment.

\*\*These sanctions are in addition to any criminal sanctions that may be imposed. Student colleagues are subject to both colleague and student sanctions.

**XVI. LOCAL TREATMENT RESOURCES**

The following is a sampling of local area information and treatment resources. A more comprehensive listing of available counseling and treatment programs can be obtained in the Administrative office.

Alcoholics Anonymous

(619) 265.8762 (760) 758.2514

San Diego Substance Abuse and Evaluation Resource

(619) 280.3059

Healthcare Options Center for Alcohol & Substance Abuse Treatment

(800) 547.4615

Pacific Hills Treatment Center

(888) 714-6720

San Diego California Addiction Resources

(800) 559.9503

**XVII. STUDENT RIGHTS UNDER FERPA**

*(The Family Educational Rights and Privacy Act)*

WCNAH respects the rights and privacy of its students and acknowledges the responsibility to maintain confidentiality of personally identifiable information.

FERPA is a federal law that affords students the following rights with respect to their education records:

1. THE RIGHT TO INSPECT AND REVIEW THE STUDENT’S EDUCATION RECORDS  
 Students have the right to review their education records within 45 days of the day the institution receives their request. Students should submit to the registrar, dean, or head of the academic department written requests that identify the record(s) they wish to inspect. The institution official will make arrangements for access and notify the student of the time and place where the records

may be inspected. If the official to whom the request is submitted does not maintain the records, that official will advise the student of the correct official to whom the request should be addressed.

2. **THE RIGHT TO SEEK AN AMENDMENT OF INACCURATE OR MISLEADING INFORMATION**  
Students may ask the institution to amend a record that they believe is inaccurate or misleading. They should write to the official responsible for the record, clearly identify the part of the record they believe should be changed and specify why it is inaccurate or misleading. If the institution decides not to amend the record as requested by the student, the student will be notified of the decision and advised of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when they are notified of the right to a hearing. Following the hearing, if the institution still decides not to amend the record, the student has a right to place a clarifying statement in the record. The institution is not required to consider requests for amendment to grades or disciplinary decisions.
3. **THE RIGHT TO LIMIT DISCLOSURE OF PERSONALLY IDENTIFIABLE INFORMATION**  
Students have the right to consent to disclosure of personally identifiable information contained in their educational records, except to the extent that FERPA authorizes disclosure without consent. An exception that permits disclosure without consent is disclosure to school officials who have legitimate educational interests, and the disclosure of directory information. Directory information is not considered to be harmful or an invasion of privacy if disclosed. See additional information on next page.
4. **THE RIGHT TO FILE A COMPLAINT WITH THE U.S. DEPARTMENT OF EDUCATION IF THE INSTITUTION FAILS TO COMPLY WITH FERPA REQUIREMENTS**

Complaints should be directed to:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-4605

## **XVIII. DIRECTORY INFORMATION**

The Family Educational Rights and Privacy Act (FERPA) designates certain student information as “Directory Information” and gives the institution the right to disclose such information without having to ask students’ permission. The items listed below as “Directory Information” may be released for any purpose at the discretion of the institution. Under the provisions of FERPA, students have the right to withhold the disclosure of any or all of the categories of information listed below. **The following information will be released unless students specifically request that their information be withheld:**

- **Directory Information:** Name, address, telephone number, email address, date and place of birth, dates of attendance, previous institution(s) attended, major field of study (program), enrollment status, degrees and awards, past and present participation in officially recognized activities.
- **Career Services:** Students approaching graduation and working with career services staff on career planning, job interviewing and resume preparation authorize release of the following records for a period of fifteen months after graduation: the resume, identifying data, academic work completed, immigration status (if applicable), and authorize career services to verify information graduates provide regarding their employment. At no time is compensation information released or published.

### **To Withhold Information**

To have directory, hometown program, or career services information withheld, students must submit a written request to the Administration office. Once filed, this request becomes a permanent part of the student's record and no information may be released until the student instructs the institution otherwise.

#### **IX. VOTER REGISTRATION**

As a participant in Title IV Federal Student Financial Aid programs, WCNAH would like to remind students who are U.S. citizens of the importance of registering to vote.

If you are interested in participating in local, state, or national elections, please visit the Election Assistance Commission website at [www.eac.gov/voter\\_resources/register\\_to\\_vote.aspx](http://www.eac.gov/voter_resources/register_to_vote.aspx) to learn how you can register to vote.

**Westchester College**  
**2017-2018 Annual Campus Crime Statistics Report**

This report is compiled in conjunction with Westchester College Safety Policies. A copy of the Campus Safety Policies is available electronically, or by requesting a printed copy from Admission. Westchester College expressly reserves the right to modify or to adopt additional campus policies and procedures relating to campus safety, at any time without notice.

CAMPUS CRIME STATISTICS				
OFFENSE	YEAR	ON-CAMPUS PROPERTY	NONCAMPUS PROPERTY	ADJACENT PUBLIC PROPERTY
MURDER/ NON-NEGLIGENT MANSLAUGHTER	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
NEGLIGENT MANSLAUGHTER	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
SEX OFFENSES, FORCIBLE	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
SEX OFFENSES, NON-FORCIBLE	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
ROBBERY	2018	0	0	0
	2017	0	0	1
	2016	0	0	2
AGGRAVATED ASSAULT	2018	0	0	1
	2017	0	0	4
	2016	0	0	0
BURGLARY	2018	0	0	0
	2017	0	0	1
	2016	0	0	0
MOTOR VEHICLE THEFT	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
ARSON	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
ARRESTS: WEAPONS: CARRYING, POSSESSING, ETC.	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
DISCIPLINARY REFERRALS: WEAPONS: CARRYING, POSSESSING, ETC.	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
ARRESTS: DRUG ABUSE VIOLATIONS	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
DISCIPLINARY REFERRALS: DRUG ABUSE VIOLATIONS	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
ARRESTS: LIQUOR LAW VIOLATIONS	2018	0	0	1
	2017	0	0	0
	2016	0	0	0
DISCIPLINARY REFERRALS: LIQUOR LAW VIOLATIONS	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
HATE CRIMES: LARCENY-THEFT	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
HATE CRIMES: SIMPLE ASSAULT	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
HATE CRIMES: INTIMIDATION	2018	0	0	0
	2017	0	0	0
	2016	0	0	0
HATE CRIMES: DESTRUCTION/DAMAGE/VANDALISM OF PROPERTY	2018	0	0	0
	2017	0	0	0
	2016	0	0	0