

**THE ART INSTITUTES INTERNATIONAL MINNESOTA
JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY
AND CAMPUS CRIME STATISTICS REPORT**

Reporting Crimes and Emergencies

A safe environment is everyone's responsibility. Students, faculty and staff are encouraged to report all criminal acts, suspicious activities or emergencies promptly and have the right to report these matters confidentially. Victims or witnesses to a crime are encouraged to file a report of the incident. Reports can be filed on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics by contacting the Dean of Student Affairs. Reports are kept in a secure location in the Student Affairs office. Names of victims or witnesses are not disclosed in the crime report. It is the policy of The Art Institutes International Minnesota (Ai Minnesota) that all criminal acts or other emergencies be properly documented and reported to local authorities as required by law.

Students and employees should promptly report all criminal actions and emergencies occurring on or around Ai Minnesota facilities to the Dean of Student Affairs either in person or by calling 612-332-3361. If the Dean of Student Affairs is not available, you may contact the Minneapolis Police Department by dialing 911 or 612-673-5701.

To report emergencies or criminal acts occurring in school-sponsored housing, students should dial 612-332-3361 to reach the Assistant Director of Residence Life and Housing, or dial 911 to report a crime or emergency requiring an immediate response.

All criminal activity is documented by the completion of an Incident Report and is reported to local police agencies and Ai Minnesota's Dean of Student Affairs. Criminal activity might include, but is not limited to, burglary, motor vehicle theft, aggravated assault, robbery, sexual offense, hate crimes, gender crimes, or murder.

In the event of fire or medical emergencies, staff and employees should contact the Minneapolis Police Department by dialing 911 and then notify the Dean of Student Affairs.

Policies For Preparing The Annual Disclosure Of Criminal Statistics

All incidents are reported and documented on the Incident Report, which is sent to the Dean of Student Affairs. Reports are kept in a secure location in the Student Affairs office, which is located in the lower level of Ai Minnesota. The annual crime report is prepared by gathering campus crime statistics and data from local and state police and sheriff departments and other relevant information by the Dean of Student Affairs.

Security And Access To The Institute

It is the policy of Ai Minnesota that access to all campus facilities, including housing facilities, be limited to authorized personnel, students, and invited visitors. Visitors are at all times subject to Ai Minnesota policies and conduct codes. Students and employees are responsible for the conduct of their guests at all times. Guests are required to check in at the front desk.

Access To Academic Buildings

A Security Desk is located on the first floor of the entrance to Ai Minnesota, 15 South 9th Street. After hours, the building is protected with an electronic security alarm system and devices including cameras, and proper procedures are followed to ensure limited access to secured areas. Exterior lighting is provided around the building, and parking areas. Suspicious persons are questioned and asked to leave.

School-Sponsored Housing

School-sponsored housing facilities are equipped with electric locks and a front entrance security system that allows residents to view guests at the entrance on their apartment television screen before allowing them to enter the building. There is a security guard at the front desk of the housing facility that also makes regular rounds of the building. The Minneapolis Police Department can be reached by dialing 612-673-5701. In the event of a crime in progress, dial 911.

Campus Law Enforcement

Persons employed as security personnel on the main campus at 15 South 9th Street are instructed in security, security problems, specific school rules and regulations, and the proper procedures of how to enforce them. These procedures and rules and regulations are reviewed periodically to ensure that security needs are being met. Security personnel on campus report directly to Director of Human Resources, 612-332-3361.

These unarmed security personnel at the school building are there to assist students, faculty and staff of Ai Minnesota. Security Personnel is on duty during the hours the building is occupied. They are responsible for ensuring that persons entering the building are employees, students, and their families or invited guests. They are authorized to request identification from those individuals who are unfamiliar to them. They have the authority to evict unauthorized persons from the premises and/or to contact the local police for assistance. Students are required to carry their Ai Minnesota Photo ID card at all times and to present the ID upon request. Security personnel may not make arrests, but are instructed to promptly contact the Director of Human Resources or the police if any illegal activity occurs.

Student residents at school-sponsored housing should contact the Resident Assistants who reside at the complex should an emergency arise. The Resident Assistants, who are employees of Ai Minnesota, are trained in emergency procedures and school regulations. They will then contact the security personnel on site and the Ai Minnesota Housing Department staff if necessary.

Relationships With Local And State Police

Ai Minnesota is located in Minneapolis, Minnesota, within Hennepin County. Ai Minnesota maintains a close working relationship with the Minneapolis Police Department with periodic contact initiated by Ai Minnesota personnel to ensure that Ai Minnesota is aware of criminal offenses and arrests occurring on or near the campus so that they can be properly reported, and if necessary, provide for timely warning reports on crimes that represent a continuing threat. Timely warning reports are provided to the campus community via email, posters, hallway monitors, notices placed in faculty and staff mailboxes, and announcements read in class.

Programs To Inform Students About Campus Security

All new employees and students of The Art Institutes International Minnesota are instructed on crime awareness, prevention and campus security during orientation, and encouraged to take responsibility for their own security, as well as their fellow classmates. The orientation program, which takes place four times per year, includes a description of campus security policies and procedures, suggestions on how to avoid becoming a crime victim, evacuation plans at the main campus and at school-sponsored housing if applicable, and procedures for reporting any criminal activity or emergency. Students in school-sponsored housing are given the names and phone numbers of the Resident Assistants, who live on the premises, in case of an emergency. The Resident Assistants discuss first aid and safety at orientation and quarterly housing meetings. The program encourages students and employees to be responsible for their own security and the security of others. Ai Minnesota has no formal policy in place that allows victims or witnesses to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics. However, names of victims or witnesses that provide information on criminal offenses

are not disclosed in the annual disclosure of crime statistics and are maintained by the Dean of Student Affairs in a secure location.

Programs To Inform Students And Employees About The Prevention Of Crimes

Ai Minnesota also provides programs designed to heighten awareness of crime and its prevention. Topics included in these informational programs are personal safety, living in a city, crime prevention, basic safety, and neighborhood watch programs. In addition to the annual campus security report, students and staff are notified of specific security concerns as they arise throughout the year.

In the event that Ai Minnesota, working with local police and/or campus security personnel, determines that a particular criminal offense continues to be a threat to the campus community, it will notify the campus community by email, posters and notices placed in faculty and staff mailboxes. Incidents occurring at the Ai Minnesota student housing location are announced by the distribution of notices to each student apartment.

Students are requested to review the Ai Minnesota Student Handbook where sections discussing Crime Awareness and Campus Security and Student Conduct Policy can be found. Employees are requested to review the Ai Minnesota Employee Handbook where information regarding Standards of Conduct and Safety can be found.

Drug And Alcohol Policies

In keeping with section 120(a) through (d) of The Higher Education Act of 1965, as amended, including the Drug-Free Schools and Communities Amendments of 1989 (Public Law 101-226), a “Drug Free Schools and Campuses” publication, the Drug Prevention Policy, is provided to all Art Institutes annually.

Pursuant to federal and state drug laws, students are prohibited from the unlawful manufacture, distribution, possession, sale or use of illicit/illegal drugs. Ai Minnesota also enforces state laws regarding underage drinking. This prohibition applies while on the property of the school or when participating in any institutional activity. Students or employees who violate this policy will be subject to disciplinary action up to, and including, expulsion from school or termination of employment.

Programs And Procedures Regarding Sexual Assault

Educational programs promoting the awareness of rape, acquaintance rape, and other sex offenses are presented by the counseling department twice a year. Guest speakers present discussions on rape awareness, reducing the risk of being a rape victim, and what to do if you are attacked. Brochures on sexual assault issues are available outside the Student Affairs office. Should a student be sexually assaulted, it is the student(s) option to notify the appropriate law enforcement authorities, including on-campus authorities and local police. At the student’s request, housing personnel, security, the Dean of Student Affairs, the Executive Committee or other Ai Minnesota officials will assist in notifying the proper authorities. Victims of sexual assault or rape should follow these recommended steps:

- Go to a safe place following the attack.
- Do not shower, bathe or destroy any of the clothing you were wearing at the time of the attack.
- Go to a hospital emergency room for medical care.
- Make sure you are evaluated for the risk of pregnancy and venereal disease. (A medical examination is the only way to ensure you are not injured and it could provide valuable evidence should you decide to prosecute.)
- Call someone to be with you, you should not be alone.

It is also recommended that victims call the Rape and Sexual Abuse Center at 612-374-9077. It is open 24 hours a day and their counselors can help answer medical and emotional questions at any hour and in complete confidence. Reporting the rape to the police is up to the victim, but it is important to remember that reporting a rape is not the same as prosecuting a rape. Victims are strongly encouraged to call the police and report the rape. At the victim's request, Ai Minnesota will assist in identifying off-campus counseling or mental health services. After any campus sexual assaults are reported, the victims of such crimes have the right to request that Ai Minnesota personnel take steps or actions reasonably feasible to prevent any unnecessary or unwanted contact or proximity with alleged assailants, including relocation in Ai Minnesota housing, if applicable or the transfer of classes.

Other rape crisis centers or mental health agencies available to assist a victim of sexual offenses include:

Crisis Connection	(612) 379-6363
Hennepin County Mental Health	(612) 347-5770
Walk-In Counseling Center	(612) 870-0565
Neighborhood Involvement Program	(612) 374-4601

Disciplinary Action And Sanctions

On-campus disciplinary procedures against students will be in accordance with the Ai Minnesota published Student Conduct Policy. Both the accuser and the accused are entitled to have others present during a disciplinary proceeding. Both will be informed of the outcome of any campus disciplinary proceeding. For this purpose, the outcome of a disciplinary proceeding means only the Ai Minnesota final determination with respect to the alleged sexual offense and any sanction that is imposed against the accused. Sanctions, which may be imposed following a final determination of a disciplinary proceeding regarding rape, acquaintance rape, or other forcible or non-forcible sex offenses, may include warning, probation, suspension or dismissal.

Information Regarding Registered Sex Offenders

Information regarding registered sex offenders under section 170101 (j) of the Violent Crime Control and Law Enforcement Act of 1994 is available with the Minneapolis Police Department, located at: 350 S 5th St., Minneapolis, MN, 55415 Additional information can be obtained by calling the police department at 612-673-5701.

Crime Statistics

The following statistics are provided for your information in compliance with the Jeanne Clery Disclosure of Campus Security Act and Campus Crime Statistics Act. Ai Minnesota prepares the crime statistic policies annually by gathering all reported data and preparing a report for its employees and students. Moreover, local/state police agencies are contacted by the Dean of Student Affairs to maintain a working relationship and formulate statistics for the annual crime statistics report. Set forth in the first box below are statistics available to the Institute concerning the occurrences on the Institute's campus which were reported to local police agencies. The second box below sets forth available statistics concerning the number of criminal offenses in relation to hate crimes on the Institute's campus, non-campus buildings and property, and public property. Finally, in the third box arrests and "referrals for campus disciplinary action" for liquor law violations, drug law violations, and illegal weapons possession are listed. Victims or witnesses may report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

The Art Institutes International Minnesota

The following statistics show the **total** criminal offenses, hate crimes and arrests/referrals for campus disciplinary action that occurred on the Institute's campus, non-campus buildings & property and public property.

CRIME STATISTICS The following statistics are provided for your information in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Set forth below are statistics available to the Institute concerning the occurrence of criminal offenses in the listed categories which were reported to campus security officials or local police agencies.

<i>Criminal Offenses</i>	Calendar Year								
	2005			2006			2007		
	On Campus	Non-campus buildings and property*	Public Property**	On Campus	Non-campus buildings and property*	Public Property**	On Campus	Non-campus buildings and property*	Public Property**
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary/Theft	0	0	0	0	0	0	0	1	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Criminal Homicide:									
Murder & Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Sex Offenses:									
Forcible	0	1	0	0	0	0	0	1	0
Non-Forcible	0	0	0	0	0	0	0	0	0
Totals	0	1	0	0	0	0	0	2	0

The crimes listed above plus any other crimes involving bodily injury reported to local police agencies or to a campus security authority, that manifest evidence that the victim was intentionally selected because of the victim's actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability are listed below, according to type of criminal offense and category of prejudice.

Should a hate crime be reported, it will be identified by hate crime category (race, gender, religion, etc.).

<i>Hate Crimes</i>	Calendar Year								
	2005			2006			2007		
	On Campus	Non-campus buildings and property*	Public Property**	On Campus	Non-campus buildings and property*	Public Property**	On Campus	Non-campus buildings and property*	Public Property**
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary/Theft	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Criminal Homicide:									
Murder & Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Sex Offenses:									
Forcible	0	0	0	0	0	0	0	0	0
Non-Forcible	0	0	0	0	0	0	0	0	0
Totals	0	0	0	0	0	0	0	0	0

Arrests/Persons Referred for Campus Disciplinary Action

	Calendar Year								
	2005			2006			2007		
	On Campus	Non-campus buildings and property*	Public Property**	On Campus	Non-campus buildings and property*	Public Property**	On Campus	Non-campus buildings and property*	Public Property**
Liquor Law Violations:									
Arrests	0	0	0	0	0	0	0	0	0
Disciplinary Action	0	21	0	0	22	0	0	26	0
Drug Abuse Violations:									
Arrests	0	0	0	0	0	0	0	0	0
Disciplinary Action	0	15	0	0	7	0	0	1	0
Weapons Possessions:									
Arrests	0	0	0	0	0	0	0	0	0
Disciplinary Action	0	1	0	0	0	0	0	0	0
Totals	0	37	0	0	29	0	0	27	0

* Includes school-sponsored housing

** Public property refers to the areas immediately adjacent to the school on all four sides, including the front sidewalk and the back and side alleys.