

## Annual Security Report and Safety Policies

### **DISCLAIMER:**

Please be advised that CBD College requested crime statistics from the law enforcement agency with jurisdiction on and around our campus, but the statistics were not available in a usable format for Clery reporting.

### **Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act**

In 1990, Congress enacted the Crime Awareness and Campus Security Act of 1990. This law required all institutions participating in Federal Student Aid programs to publish and distribute to all current students and employees an annual report of security policies and crime statistics. The law was amended in subsequent years. The 1998 amendments renamed the law "*Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*" (Clery Act) in memory of a student who was slain in her dorm room in 1986. The Violence Against Women Reauthorization Act of 2013 (VAWA) was signed into law. VAWA includes the most recent amendments to the Clery Act.

### **Preparation of the Annual Campus Safety and Security Report and Crime Statistics Disclosure (Report) and Clery Act Crimes**

CBD College (the College) is dedicated to providing a safe and healthy environment for students and staff as well as any visitors to our campus. The College prepares, submits and publishes this report annually in compliance with the Clery Act, which requires schools to disclose information about the following categories of crimes, referred as "Clery Act" crimes, occurring on or around their campus:

1. Criminal offenses (Criminal homicide, including murder and non-negligent manslaughter, and manslaughter by negligence; sexual assault, including rape, fondling, incest, statutory rape; robbery; aggravated assault; burglary; motor vehicle theft; and arson.)
2. Hate Crimes (Any of the above-mentioned offenses, and any incidents of larceny-theft, simple assault, intimidation, or destruction/damage/vandalism of property that were motivated by bias.)
3. Arrests and Referrals for Disciplinary Action for weapons (Carrying, possessing, etc. law violations, drug abuse violations and liquor law violations.)
4. VAWA Offenses (Any incidents of dating violence, domestic violence and stalking. Note that sexual assault is also a VAWA offense but is included in the criminal offenses category for Clery Act reporting purposes.)

The Report is prepared by the Chief Operating Officer and the Director of Compliance in cooperation with the appropriate police department district for statistics and institutional records of crimes reported to the College. This report outlines the applicable safety and security policies as well as crimes statistical disclosures applicable to the CBD College campus in Los Angeles, California.

## Annual Notification of the Report

The Report is posted on CBD's College website at <http://www.cbd.edu/ASR>.

Annually, each October 1, the report is distributed via email to all current students and employees. Paper copies of the report may also be obtained through the Admissions Department. Prospective students and employees are provided with a notice of the availability of the report, including the exact URL for where the report is posted, a description of its contents and a statement that the institution will provide a paper copy of the report upon request. Any interested party may obtain a copy of the report from the College's website.

## Campus Access and Security

CBD College is located in an office building complex, which provides public access to other tenant businesses and their visitors. Parking lots are lighted at night as are building entrances. The normal exercise of personal awareness of surroundings in any public area is recommended while on campus during daylight and evening hours.

Only students, employees and other parties having business with this institution should be on institutional property (4<sup>th</sup> and 5<sup>th</sup> Floors) where instruction takes place. Staff, faculty, students and prospective students or any person entering the premises must have and display at all times a security identification badge. Those without an identification badge must sign in at the entrance and identify the purpose of their visit, the person to be visited and register their time in and out of the building. The visitor must also wear a visitor's badge while on campus. When the school closes for the night, the school's official or evening instructor will inspect each room to see that it is empty and then lock down the campus. Other individuals present on institutional property at any time without the express permission of the appropriate institutional official(s) shall be viewed as trespassing and may as such be subject to a fine and/or arrest. In addition, students and employees present on institutional property during periods of non-operation without the express permission of the appropriate institutional official(s) shall also be viewed as trespassing and may also be subject to a fine and/or arrest.

CBD College does not have campus residences/on-campus student housing facilities.

CBD College does not have its own campus law enforcement or security department. Administrative and faculty personnel have enforcement authority regarding all school policies and procedures, work closely with state and local law enforcement agencies regarding the reporting of criminal activity, and promote accurate and prompt reporting of all crimes to the appropriate law enforcement agencies, who have jurisdiction on campus. There is no written memorandum of understanding between CBD College and the local law enforcement agencies.

## Campus Security Authorities

CBD College's policy designates the following individuals within the College as Campus Security Authorities (CSA):

- Chief Operating Officer
- Chief Academic Officer
- Director of Career Services and Student Affairs
- Director of Admissions
- Director of Financial Aid
- Program Directors
- Program Coordinators/Clinical Coordinators
- Director of Compliance/Title IX Coordinator
- Front Desk Receptionist

In the event of criminal activity or behavior, any employee of CBD College may be notified. As Campus Security Authorities, these members of the college's administration receive training annually. Campus Security Authorities do not have the authority to arrest persons.

## Title IX Coordinator

Incidents triggering potential Title IX, or sexual discrimination implication, including sexual violence, will be reported to the Title IX Coordinator: Gabriela Bray, Director of Compliance/Title IX Coordinator, [titleix@cbd.edu](mailto:titleix@cbd.edu), (213)427-2200, 3699 Wilshire Blvd., Fourth Floor, Los Angeles, CA 90010.

## Reporting of Clery Act Crimes and Other Criminal Activity and Emergencies

CBD College advises and encourages all students, faculty and associates who witness or personally experience crime and/or emergency while on campus to report their observations or experience to the nearest Campus Security Authority in-person or via [security@cbd.edu](mailto:security@cbd.edu) and to local law enforcement. CBD College will respond to each report in an appropriate manner that is consistent with state and federal laws and regulations. In the case of an emergency, students, faculty and associates are advised to dial 9-1-1.

Prompt reporting to CBD College will assist in achieving a timely and appropriate response and ensure inclusion in the annual crime statistics reporting and disclosure. CBD College will assist victims in reporting the incident to the local police agency, if the victim so chooses. All reported incidents shall be recorded by CBD College's officials.

Information regarding any crimes committed on the campus or leased/attached properties (parking lots) will be available and posted in a conspicuous place within two (2) business days after the reporting of the crime, and be available for sixty (60) business days during normal business hours,

unless the disclosure is prohibited by law, would jeopardize the confidentiality of the victim or an ongoing criminal investigation, would jeopardize the safety of an individual, would cause a suspect to flee or evade detection, or would result in the destruction of evidence. Once the reason for the lack of disclosure is no longer in force, the institution must disclose the information. If there is a request for information that is older than sixty (60) days, that information must be made available within two (2) business days of the request.

## **Making a Confidential Report**

If you are the victim of a crime and do not wish to pursue action within the college's system or the criminal justice system, you may still want to consider making a confidential report for the annual security report of the college. With your permission, any of the Campus Security Authorities listed above can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the college can keep an accurate record of the number of incidents involving students, faculty or staff; determine where there is a pattern of crime with regard to a particular location, method, or assailant; and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics of the college.

## **Pastoral and Professional Counselors**

CBD College does not provide on-campus professional or pastoral counseling services. However, staff or students whose well-being is negatively impacted by challenging circumstances are encouraged to seek off-campus professional and/or pastoral guidance. A professional or pastoral counselor is not required to report crimes for inclusion in the annual disclosure of crime statistics, but as a matter of CBD's College policy, they are encouraged to do so. Professional or pastoral counselors, as they deem appropriate, may counsel individuals on the procedures to report crimes on a confidential and voluntary basis for inclusion in the annual crime statistics. The decision to provide this information to the person being counseled is entirely within the counselor's professional discretion.

## **Timely Warnings Notice**

The Clery Act requires that a timely warning be issued for any Clery Act crime that occurs on or near a campus that has been reported to the CSA or local police agencies and is considered by the institution to represent a serious or continuing threat to students and employees. The Director of Career Services and Student Affairs (or in his absence, a designee from the College's Administration Department) will evaluate the circumstances and determine the need and mechanism for implementation of any timely warning notification. Each incident will be evaluated on a case-by-case basis. Factors considered include: the nature of the crime, the continuing danger to the campus community and the possible risk of compromising law enforcement efforts. The Director of Career Services and Student Affairs (or in his absence, a designee from the College's Administration

Department) will issue timely warnings in a manner that is timely, includes the information about the crime that triggered the warning, and that will aid in the prevention of similar crimes. The warning will be issued to students and employees using the College's three-pronged contact strategy notification system featuring voice, text and email messaging. Timely warnings typically may include the following information, if known:

- Statement of the incident
- The nature and severity of the threat
- Location(s) and person(s) who might be affected
- Any connection to previous incidents
- Physical description of the suspect(s)

## **Emergency Notification and Evacuation Procedures**

While the issuance of timely warnings is predicated on receiving a report of a crime as defined by the Clery Act, emergency notifications are triggered by a far broader range of potential threats – any significant emergency or dangerous situation involving an immediate threat to the health or safety of students, employees or visitors on campus. CBD College's Administration Department, which is comprised of the College's leadership team, responds to on campus emergency situations (e.g., earthquake, fire, life-safety issues), determines when further emergency response resources may be required, and contacts the appropriate emergency response agency. Taking into account the scope of the emergency and the safety of the community, CBD College's Administration Department will, without delay, determine when an emergency notification alert is issued, which segments of the campus community receive the notification alert and the content of the message. The Director of Career Services and Student Affairs (or in his absence, a designee from the College's Administration Department) initiates the emergency notification system. Emergency notification alerts will be issued to students and employees using the College's three-pronged contact strategy notification system featuring voice, text and email messaging. CBD College's Administration Department will determine how much information is appropriate to disseminate at different points in time. For some emergency situations CBD College has pre-recorded audio and text notifications to eliminate unnecessary delay in issuing certain emergency notifications. An emergency notification alert may not be issued if, in the professional judgment of the responsible authorities, doing so would compromise efforts to assist a victim, or to contain, respond to or otherwise mitigate the emergency. CBD College may or may not post updates during an emergency on its website at [www.cbd.edu](http://www.cbd.edu).

The decision to immediately evacuate buildings will be made by CBD College's designated Floor Wardens. CBD College has various systems in place for communicating information quickly that may include text messaging, telephone, email and/or verbal directives that will be used for notification to evacuate.

In general, CBD College students and staff should plan ahead for possible evacuations and know the closest evacuation routes from their classroom or work area. Evacuation maps are posted in each

classroom and throughout the buildings in compliance with building and fire codes. Evacuation drills are conducted at a minimum of once per year.

In the case of potential violence on campus, the emergency notification system will be initiated to include specific instructions on what to do. Students and staff may be instructed to stay where they are or to move to another location.

If the evacuation alarm is sounded, never assume it is a false alarm. Leave the building immediately via the nearest stairwell or exit. Do not go to the restrooms. Do not use the elevators.

In the case of a fire, building evacuation will begin immediately upon sounding of the alarm without waiting for the order from campus authorities. Leave the building immediately via the nearest stairwell or exit.

When outside, report to the staff member assigned to that evacuation area. They will communicate with the designated Floor Warden so everyone is accounted for.

Faculty members must ensure that all students in attendance that day have evacuated and are accounted for and report their status to the designated Floor Warden assigned to their evacuation area.

Department heads must ensure all staff members and any visitors who are present that day are accounted for and report their status to the designated Floor Warden assigned to their evacuation area.

Each year, CBD College conducts emergency response exercises and a test of its emergency notification system. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution; they also provide opportunities for staff and students to practice the appropriate response in preparation for an actual emergency. In conjunction with conducting an annual test of its emergency notification system, CBD College publicizes its emergency response and evacuation procedures via email. The procedures are also available on the College's website.

In the event of an actual emergency, CBD College disseminates information, as appropriate, to CBD College and the larger community using various methods, as appropriate, including:

- Prepare message updates on CBD's website; implementation of messaging is done by Student Affairs
- Prepare text message updates on CBD College's text messaging system; implementation of messaging is done by Student Affairs
- Publish messages on social media platforms including Twitter and Facebook; implementation of messaging is done by Student Affairs

## School Evacuation Protocol

1. Upon hearing the evacuation alarm and/or an announcement, all personnel and students must immediately leave the building.
2. Remain calm and walk. DO NOT RUN to the nearest exit. Do NOT use elevators.
3. There are two enclosed fire stairs leading to exits that are remote from each other.
4. Stairwell 1 Located on the South Eastside of the building. Stairwell services the lobby level through to the roof. Exits onto Wilshire Boulevard near the gas station. This stairwell has roof access and helipad access.
5. Stairwell 2 Located on the South Westside of the building. Stairwell services the lobby level through to the roof and exits onto Serrano Avenue just south of the parking garage entrance. This stairwell has roof access.
6. Count the doors or desks between your work area and the nearest exit. You may have to find your way out in the dark.
7. If path is blocked, proceed to alternate exit.
8. Do not go back for valuables.
9. Assemble outside the building in a predetermined location (north bound of Serrano Ave., near the intersection with Sixth Street). That location is a safe area outside the building away from exit discharge doors and far enough away so as not to interfere with emergency forces.

## Evacuation of Persons with Special Needs

CBD College receives a list of individuals who may require assistance during an evacuation, and will attempt to send someone to assist them in the event of an emergency. If you assist someone with exiting the building that has special needs, report the name and location of that person to the nearest staff member so everyone can be accounted for.

## Informing Students and Staff about CBD College's Security Procedures, Practices and Crime Prevention

CBD College's Employee Handbook provides new employees with information on how to report any situation or incident on campus that involves a significant event or emergency. New students receive this information from the Student Affairs office during the new student orientation process prior to their first day of class. Additionally, new students and employees receive a copy of the Campus Emergency Procedures Guide. CBD College conducts safety trainings throughout the year to inform student and employees about campus security procedures and practices, and to encourage students and employees to be responsible for their own security and the security of others. Additional safety and security information is also available through the Student Affairs office. CBD College utilizes video surveillance to detect and dissuade criminal behavior.

## **Student Housing and Student Organizations with Noncampus Locations**

CBD College does not control, monitor, recognize or in any way sponsor off-campus housing facilities. All CBD College's students make their own off-campus housing arrangements. CBD College does not have officially recognized student organizations with noncampus locations. Students who are victims of crime or witness a crime at off-campus locations are strongly advised to immediately report the crime to the appropriate local law enforcement agency.

## **Policy on Non-Discrimination**

CBD College prohibits discrimination on the basis of race, color, sex, religion, national origin, ethnic group identification, ancestry, age, physical or mental disability, medical condition, military service, marital status, pregnancy and parental status, sexual orientation, or on any other classification protected by applicable local, state and federal law. The College is committed to providing equal opportunities to all individuals in all programs and activities which it conducts.

## **Drug and Alcohol Abuse Awareness and Prevention Policy**

CBD College strives to maintain a drug-free environment for its employees and students. In accordance with federal requirements, the College has developed and enforces this Drug and Alcohol Abuse Prevention and Awareness Plan, which accents the danger in alcohol consumption and drug abuse, establishes prohibition of drug use/manufacturing/distribution on the school's property and/or as a part of the school's activities, and states the consequences of any violation of this policy. It is also CBD's goal to facilitate access to those in need to specialized treatment. This plan includes a directory of alcohol and drug abuse treatment facilities in the area, with their location and contact information. Each employee/student receives a copy of this plan upon hire/admission. Additionally, this policy is distributed annually to each student and employee of CBD College.

## **Standards of Conduct**

CBD College prohibits the unlawful possession, use, or distribution of drugs and alcohol by students and employees on the school's property, or as a part of the school's activities. The College is a drug-free work and educational environment, including contacting law enforcement officials if caught on campus using drugs or alcohol. As a condition of employment/enrollment, all employees/students shall abide by this prohibition.

## **Disciplinary Sanctions**

CBD College will impose sanctions on students and employees for violations of these standards of conduct, consistent with local, state, and federal law, up to and including student dismissal, termination of employment, and referral for prosecution. A disciplinary sanction may include the completion of an appropriate rehabilitation program. Participation in such a program shall not be paid for by the school.



## Legal Sanctions, State and Federal

Numerous Federal, state and local statutes and ordinances relate to the manufacture, distribution, dispensation, possession, or use of a controlled substance or alcohol, and they impose legal sanctions for both felony and misdemeanor convictions for violations. Detailed information regarding these statutes, which may change over time, is available from the Student Affairs Office. Drugs considered to be controlled substances are listed in Schedules I through V of the Controlled Substance Act (29 U.S.C. 812) and are further defined by the regulations 21 CFR 1308.15 through 1038.15. Copies of the law and its implementing regulations are available for review from the Student Affairs Office.

## Loss of Title IV Eligibility

A federal or state drug conviction can disqualify a student for FSA funds. A conviction for any offense under any federal or state law involving the possession or sale of illegal drugs, during a period of enrollment when receiving federal aid, will result in the loss of eligibility for any Title IV, HEA grant, loan, or work study assistance. A conviction that was reversed, set aside or removed from the student's record does not count, nor does one received when he/she was a juvenile, unless he/she was tried as an adult.

The chart below illustrates the period of ineligibility for FSA funds, depending on whether the conviction was for sale or possession, and whether the student had previous offenses. A conviction for sale of drugs includes convictions for conspiring to sell drugs.

	Possessions of illegal drugs	Sale of illegal drugs
1 <sup>st</sup> offense	1 year from date of conviction	2 years from date of conviction
2 <sup>nd</sup> offense	2 years from date of conviction	Indefinite period
3 <sup>rd</sup> + offenses	Indefinite period	Indefinite period

If the student was convicted of both possessing and selling illegal drugs, and the period of ineligibility are different, the student will be ineligible for the longer period.

A student regains eligibility the day after the period of ineligibility ends (i.e., for a 1<sup>st</sup> or 2<sup>nd</sup> offense); or when he or she successfully completes a qualified drug rehabilitation program that includes passing two unannounced drug tests given by such a program. Further drug convictions will make him or her ineligible again.

Students denied eligibility for an indefinite period can regain eligibility after completing any of the following options:

- 1) Successfully completing a rehabilitation program, as described below, which includes passing two unannounced drug tests from such a program;

- 2) Having the conviction reversed, set aside, or removed from the student's record so that fewer than two convictions for sale or three convictions for possession remain on the record; or
- 3) Successfully completing two unannounced drug tests which are part of a rehab program (the student does not need to complete the rest of the program).

In such cases, the nature and dates of the remaining convictions will determine when the student regains eligibility. It is the student's responsibility to certify to the institution that he or she has successfully completed the rehabilitation program.

### Standards for a qualified drug rehabilitation program

A qualified drug rehabilitation program must include at least two unannounced drug tests and satisfy at least one of the following requirements:

- Be qualified to receive funds directly or indirectly from a federal, state, or local government program.
- Be qualified to receive payment directly or indirectly from a federally or state-licensed insurance company.
- Be administered or recognized by a federal, state, or local government agency or court.
- Be administered or recognized by a federally or state-licensed hospital, health clinic or medical doctor.

For more information regarding illegal drugs and financial aid eligibility, please visit the Frequently Asked Question section of the Free Application for Federal Student Aid (FAFSA) website [www.fafsa.ed.gov](http://www.fafsa.ed.gov)

### Reporting

All violations of this policy shall be reported to the Chief Operating Officer, or his/her designee, who shall report the violation to the appropriate law enforcement authority.

The employee/student is required to notify the school of any criminal drug or alcohol statute conviction for a violation of this policy.

Conviction of a violation occurring in the terms of this plan must be notified to the Chief Operating Officer in writing, no later than five days after such conviction. Failure of the employee/student to make such a notification may lead to termination/expulsion from the school. Within ten days of receipt of notice of a conviction, and as required, the College shall notify the US Department of Education and other appropriate agencies providing funds to and through the College.

Within thirty days of receiving notice of any employee/student convicted as described above, the College will:

- Take appropriate action against such employee/student, up to and including termination/dismissal; and/or
- Request such employee/student to participate satisfactorily in a drug or alcohol abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

## Health Risks

The following is a summary of the various health risks associated with alcohol abuse and use of certain drugs, and is not intended to be an exhaustive or a final statement of all possible health consequences of substance abuse. Substance abuse has both long and short-term effects on the body and the mind. Alcohol and drugs may be toxic to the human body. In addition to toxicity, contaminant poisonings often occur with drug use. Acute or long-term health problems may include, but are not limited to, heart attack, stroke, and death. Long-lasting effects caused by drug and alcohol abuse can cause disruption of normal heart rhythm, high blood pressure, destruction of brain cells, possible memory loss, infertility, impotency, immune system impairment, kidney failure, cirrhosis of the liver and pulmonary damage. Drug use during pregnancy may result in fetal damage and birth defects.

## Prevention Plan

CBD College recognizes that use of illegal or controlled drugs often leads to dependence, chemical and/or psychological, on the drugs. Those who become dependent on such drugs are often not able to end their use, even when they wish to do so. The College believes such addictions are medical problems.

CBD College encourages employees/students who have tobacco, alcohol and drug dependencies to seek treatment for their conditions. Employees/students who are participating in medically supervised, fixed duration programs to end drug dependence will not be disciplined for their drug dependence. (However, participation in such a program will not constitute permission to engage in drug use on campus). Employees/students, who are involved in any use of illegal or controlled drugs, including medically supervised programs, are required to give the Chief Operating Officer/Dean of Education written notice of such use. The College will protect the confidentiality of any student participating in a medically supervised, fixed duration program to treat drug addiction. If an employee/student of CBD College seeks help from the school for a drug or alcohol problem, CBD College will provide a referral to a local drug and alcohol rehabilitation and treatment agency.

## Resources Guide for Drug Abuse Treatment<sup>1</sup>

Drug awareness program, counseling, treatment and other related services are available on an ongoing basis through the following organizations:

---

<sup>1</sup> This directory is kept by CBD College in compliance with the applicable regulation. CBD College has no connection/relationship with those facilities; CBD College does not endorse the effectiveness of the treatments employed by those facilities.

U.S. Department of Health and Human Services Substance Abuse and Mental Health Services Administration:  
1-800-662-HELP (1-800-662-4357) <http://www.samhsa.gov>

California Department of Health Care Services:  
1-800-879-2772 <http://www.dhcs.ca.gov/individuals/Pages/Findings-Help.aspx>

National Council on Alcoholism and Drug Dependence:  
1-800-NCA-CALL (1-800-622-2255) <http://www.ncadd.org>

Additionally, employees/students may seek drug or alcohol counseling, treatment, or rehabilitation from such facilities or agencies as those listed below:

*Addiction Alternatives - A Division of Life Management Skills*

1125 South Beverly Drive Suite 401  
Los Angeles, CA, 90035  
(310) 275-5433x1  
[www.AddictionAlternatives.com](http://www.AddictionAlternatives.com)

*Behavioral Health Services Boyle Heights Family Recovery Center*

3421 East Olympic Boulevard  
Los Angeles, CA, 90023  
(323) 262-1786  
[www.bhs-inc.org/os.htm](http://www.bhs-inc.org/os.htm)

*California Drug Treatment Program Inc*

2500 Wilshire Boulevard, Suite 738  
Los Angeles, CA, 90057  
(213) 251-9930

*East Los Angeles Health Task Force Comprehensive Substance Abuse Program*

630 South Saint Louis Street  
Los Angeles, CA, 90023  
(323) 261-2171

*Hollywood Clinic BAART*

P.O. Box 3295  
Los Angeles, CA, 90078  
(323) 957-0604  
[www.baartcdp.com](http://www.baartcdp.com)

*Van Ness Recovery House*

1919 North Beachwood Drive  
Los Angeles, CA, 90068  
(323) 463-4266

### California – Laws Governing Alcohol

The minimum age to purchase or possess any alcoholic beverage is 21. Specific ordinances regarding violations of alcohol-related laws, including driving while under the influence of alcohol or drugs, are available in the California Vehicle Code, the California Penal Code, California Business and Professions Code and the California Health and Safety code.

1. Any person under the age of 21 possessing alcohol is subject to a fine of \$250 or community service of at least 24 hours, but not to exceed 32 hours. Subsequent violations are subject to a \$500 fine or community service of at least 36 hours, but not to exceed 48 hours, or a combination of a fine and community service as determined by the court.
2. Every person who is found in any public place under the influence of alcohol or any drug is subject to a fine not to exceed \$1,000 or imprisonment in the county jail not to exceed six months.
3. Every person who fraudulently uses a fictitious, altered, or false identification card or the identification card of another to purchase alcohol is guilty of a misdemeanor and is subject to a fine of at least \$250, and not less than 24 hours or more than 32 hours community service. A person found guilty of this shall have their driving privilege suspended for one year.

For additional information on the U. S. Department of Justice, Drug Enforcement Administration, visit [deadiversion.usdoj.gov/index.html](http://deadiversion.usdoj.gov/index.html)

### Policy on Sexual Harassment

Sexual harassment is a form of sex discrimination and includes unwanted sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when submission to or rejection of the conduct explicitly or implicitly affects an individual's learning environment, unreasonably interferes with an individual's performance, or creates an intimidating, hostile or offensive learning environment. Individuals engaging in this behavior are in violation of state and federal statutes and are subject to disciplinary action, including student dismissal and employee termination. Individuals who feel they have been subjected to discrimination or harassment, including sexual harassment, may file a complaint with the Title IX Coordinator.

### Procedures for Reporting Sexual Assault, Domestic Violence, Dating Violence and Stalking.

If you are a victim of a sexual offense at this institution, your first priority should be to get to a place of safety. You are encouraged to report the incident immediately and obtain necessary medical treatment. A sexual offense should be reported directly to CBD College's Campus Security Authorities (e.g., Chief Operating Officer, Dean of Education, Title IX Coordinator, Program Directors, Program Coordinators/Clinical Coordinators), or by calling 911. Information on how to report sexual misconduct, including alleged incidents of sexual assault, domestic violence, dating violence and stalking, is detailed in CBD College's Sex Gender Based Harassment Discrimination and Sexual Misconduct Policy and Resolution Procedures which is available through the ADP employee portal, the student learning management system (e.g., Moodle) as well as the Title IX Coordinator.

Filing a report with CBD College will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from the school's staff. When a student or employee reports to the school that the student or employee has been a victim of dating violence, domestic violence, sexual assault, or stalking, whether the offense occurred on or off campus, the CSA will provide the student or employee with a written explanation of the victim's rights and options including written notification of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and other services available for victims both within the institution and in the community, and the availability of changes to academic, living, transportation, and working situations, or protective measures regardless of whether the victim reports the incident to law enforcement.

The victim of a sexual offense may choose for the investigation to be pursued through the criminal justice system and CBD College's internal investigation process, or only the latter. Victims have the right to decline to notify law enforcement authorities. The CSA will guide the victim through the available options and support the victim in his or her decision.

With the victim's concurrence, the CSA will assist the victim in notifying the appropriate local law enforcement agency of the reported incident and will obtain an ambulance to transport the victim to the hospital, as necessary. Filing a report with local law enforcement may help with the following:

- Ensure that a victim of a sexual offense receives the necessary medical treatment and tests.
- Provide the opportunity for collection of evidence helpful in prosecution, as applicable. Time is a critical factor for evidence collection and preservation that may assist in proving that the alleged criminal offense occurred, or may be helpful in obtaining a protection order. Such evidence often cannot be obtained later (ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal exam).
- Assure the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

(Koreatown) Police Station  
1130 S. Vermont  
Los Angeles, CA 90006  
(213) 382-9102

The police station is open 24/7, and detectives are available Monday through Friday from 7am-4pm. In case of an emergency, dial 911. In case of a non-emergency, to request dispatch to the school, dial 877-ASK-LAPD to have a police officer come to CBD College. Additionally, a police officer can take a report-in person at the nearest police station (listed above).

## Disciplinary Action and Proceedings

CBD College's disciplinary proceedings in cases of alleged sexual offenses and VAWA incidents are detailed in CBD College's Sex Gender Based Harassment Discrimination and Sexual Misconduct Policy and Resolution Procedures which is available through the ADP employee portal, the student learning management system (e.g., Moodle) as well as the Title IX Coordinator.

The CSA will keep the victim informed of the status of any student disciplinary proceedings and the results of any disciplinary action or appeal of such disciplinary action in connection with the reported incident. The Dean of Education will be tasked with providing the necessary assistance to help the victim deal with any academic difficulties that may arise from the occurrence.

The CSA will, in good faith, provide each victim with information about the disciplinary process through the College and the availability of academic assistance.

CBD College will provide for prompt, fair and impartial disciplinary proceeding in cases of alleged dating violence, domestic violence, sexual assault, or stalking in which:

1. Officials are annually trained on issues related to dating violence, domestic violence, sexual assault and stalking, and on how to conduct an investigation and hearing process that protects the safety of the victims and promotes accountability, and do not have a conflict of interest or bias for or against the accuser or the accused.
2. The proceedings are conducted under the "preponderance of evidence" standard.
3. The accuser and the accused have equal opportunities to have others present, including an advisor of their choice.
4. The accuser and the accused receive simultaneous notification, in writing, of the result of the proceeding and any available appeal procedures.
5. The proceeding is completed in a reasonably prompt time frame.
6. The accuser and the accused are given timely notice of meetings at which one or the other or both may be present.
7. The accuser, the accused, and appropriate officials are given timely and equal access to information that will be used during informal and formal disciplinary meeting and hearings

Disciplinary action may involve consultation with the Chief Operating Officer, the Title IX Coordinator, the Dean of Education, attorneys, mental health providers and others as necessary. The range of actions may include, but is not limited to, removal of dangerous persons from the premises, discipline of employees or students, legal action including restraining orders and criminal penalties, provision of added security measures, disciplinary referrals, mental health referrals, placement on probation or termination from school or from employment from CBD College, and other actions as necessary and appropriate.

Effective remedial action will be taken and provided to student victims, including making adjustments to their academic schedule, provision of support services, and other measures as appropriate.

CBD College will, upon written request, disclose to the alleged victim of a crime of violence the results of any disciplinary hearing conducted by the College against the student who is the alleged perpetrator of the crime or offense. Sanctions which may be taken include, but are not limited to formal hearing, suspension and/or expulsion. If the alleged victim is deceased as a result of the crime or offense, CBD will provide the results of the disciplinary hearing to the victim's next of kin, if so requested.

Compliance with these provisions does not constitute a violation of the Family Educational Rights and Privacy Act (FERPA).

In reference to the preceding policy, the following terms are defined below:

- Proceeding - undertaking, a course of action
- Result - effect brought about by something

## **Change of Student Status and Confidentiality**

A student who has been accused of, or is the victim of, any crime involving another student may request adjustments to their academic schedule or a leave of absence. CBD College will accommodate such requests to the extent that space is available and that such a change would not violate any regulations or standards, or negatively impact the student's academic progress. CBD College has a responsibility to uphold orders of protection, "no contact" orders, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court or by the school. CBD College will protect the confidentiality of victims and other necessary parties when completing publicly available recordkeeping, including Clery Act reporting and disclosures, without the inclusion of personally identifying information about the victim. Additionally, CBD College will maintain as confidential any accommodations or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair the ability of the school to provide the accommodations or protective measures.

## **Programs to Prevent Sexual Assault, Domestic Violence, Dating Violence and Stalking**

CBD College prohibits domestic violence, dating violence, sexual assault and stalking, as those terms are defined in the VAWA crime definitions section of this policy for purposes of the Clery Act. CBD College maintains a zero-tolerance policy for the above-mentioned offenses.

While some forms of sexual violence may not be illegal, such as sexist jokes, catcalling, or vulgar gestures, this does not make them any less threatening or harmful to the victimized person. These



behaviors contribute to a culture that accepts sexual violence. Bystanders can speak up when they witness these actions to foster healthy sexuality and safer communities. Many opportunities exist in daily life where society can prevent behaviors that promote sexual violence.

### Sexual Assault

Sexual assault is a criminal activity prohibited in all employee and student areas, buildings, properties, facilities, service areas of CBD College and any location where classes/instruction are conducted. Sexual assault includes, but is not limited to rape, forced sodomy, forced oral copulation, rape by a foreign object, sexual battery or the threat of sexual assault.

### Domestic/Dating Violence

Domestic/Dating violence can happen to anyone. It can happen to partners who are married, living together, or dating. It affects people of all socioeconomic backgrounds and education levels. Domestic/Dating violence not only affects those abused, but also has an impact on family members, friends, co-workers, other witnesses, and the community at large.

Domestic/Dating Violence includes, but is not limited to physical, psychological, sexual, economic, and emotional harm by a current or former partner or spouse. This type of violence can occur among straight or same-sex couples and falls in this category even if there is no sexual intimacy. Research shows that women ages 16 to 24 are three times more likely to experience intimate partner violence than women of other age groups. The goal is to stop the violence before it begins, but often individuals are uncertain if experiences are considered abusive, particularly when there has been an ongoing relationship.

The list provided below defines examples of behaviors that demonstrate abuse in a relationship or could lead to abuse:

- A partner acts extremely jealous when you talk to others
- A partner calls you names and puts you down
- A partner is always checking up on you, calling or texting, and has to know where you are and who you are with at all times
- A partner isolates you from your friends and family by demanding your time, or threatening you when you try to spend time with others
- A partner gets too serious about the relationship too fast and feels possessive
- A partner is abusive and loses their temper but always excuses themselves or doesn't accept responsibility for their actions
- A partner tries to control you by making all the decisions, and telling you what you should and should not do
- A partner demands sexual intimacy when you are not willing or interested
- A partner threatens violence
- A partner physically, verbally or sexually assaults you

In response, a victim may:

- Give up things that are important to them
- Cancel plans with friends to appease the other person
- Become isolated from family or friends
- Worry about making their partner angry
- Find that others ask them about signs of physical abuse, fear, or intimidation, or if they are ok
- Feel embarrassed or ashamed about what is going on their relationship
- Make excuses for their partner's behavior

### Stalking

Stalking occurs when a person repeatedly watches, follows or harasses a victim, making them feel afraid, unsafe or uncomfortable. It is intentional and often uncontrolled. A stalker can be someone a victim knows, a past boyfriend or girlfriend, or a stranger.

Below are examples of what a stalker may do:

- Send you unwanted text messages, letters, emails and voicemails, often repeatedly
- Show up at your residence or place of work unannounced or uninvited
- Follow you with or without your knowledge
- Leave items like gifts or flowers that could seem romantic or non-threatening but are unwanted
- Constantly call and hang up
- Use social networking sites and technology to track you or repeatedly try to engage you
- Spread rumors about you via the internet or word of mouth
- Call your employer or instructor
- Wait at places you hang out or outside your classroom or residence
- Try to get information about you through others, i.e., looking at your Facebook page through someone else's page or befriending your friends in order to get more information about you
- Damage your home, car or other property

### Bystander Intervention

CBD College is a proponent of Bystander Intervention. Below is an outline of safe and positive bystander intervention techniques that may be carried out by an individual to prevent harm or intervene when there is a risk of domestic violence, dating violence, sexual assault or stalking against a person other than themselves.

An engaged bystander is someone who intervenes before, during, or after a situation when they see or hear behaviors that promote sexual violence. It is common for people to witness situations where someone makes an inappropriate sexual comment or innuendo, tells a rape joke, or touches someone in a sexual manner. Bystanders might also witness other forms of sexual violence. Bystanders who witness the behavior or hear the comment can intervene in a way that will help create a safer environment. Research has shown that bystander programs can produce positive results by

increasing participants' knowledge of sexual violence, decreasing participants' acceptance of rape myths, and increasing the likelihood that they will intervene. Engaged bystanders help create healthy communities and help others build safe and respectful environments by discouraging victim blaming, changing social norms that accept sexual violence, and shifting the responsibility to prevent sexual violence to all community members.

### **Risk Reduction Resources**

Although there are no proven strategies for lessening the likelihood of sexual assault or rape, several risk-reduction strategies are recommended. The following information is provided by RAINN, the nation's largest anti-sexual violence organization:

- [Sexual Assault-Implementing a Safety Plan](#)
- [What is Consent?](#)
- [How to Protect Yourself on Social Media](#)
- [Staying Safe on Campus](#)
- [Protecting A Child From Sexual Assault](#)

### **Primary Prevention & Awareness Programs**

New employees are required to complete a self-paced online Prevention and Awareness training delivered through CBD College's commercial training provider (e.g., Everfi) intended to prevent sexual violence before it occurs through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage bystander intervention, and seek to change behavior and social norms in healthy and safe directions. The program provides information and resources relating to sexual violence and safety. Incoming students are required to attend similar trainings delivered in-person. The program is facilitated through the Student Affairs Department.

### **Ongoing Prevention and Awareness Programs**

Throughout the year, students and employees are provided with various prevention and awareness campaigns and initiatives focusing on increasing the understanding of topics relevant to, and skills for, addressing dating violence, domestic violence, sexual assault and stalking. CBD College uses multiple strategies in a coordinated way, conducted interdepartmentally, to reach all populations of students and employees at the institutions. Such campaigns include:

- Communication strategies, such as social media posts, monthly newsletters, notices on bulletin boards and posters;
- Programing, which may include Take Back the Night and other similar events conducted by Student Affairs; and
- Faculty discussing issues and available services in the classroom, or advertising programs or events.
- Online trainings delivered through a commercial training provider (e.g., Everfi)

## Registered Sex Offender Notice

The state of California requires sex offenders to register with the police in the jurisdiction in which they reside. The California Department of Justice makes this information available to law enforcement agencies and to the public; registered sex offenders living in California are listed on their website at [meganslaw.ca.gov](http://meganslaw.ca.gov).

## Prohibition on Retaliation

The law protects from retaliation for opposing or reporting unlawful harassment, discrimination, or for otherwise participating in processes connected with an investigation, proceeding or hearing conducted by CBD College or a government agency with respect to such complaints. CBD College will take disciplinary action up to and including the immediate termination of any employee who retaliates against another employee, contract worker or student for engaging in any of these protected activities. Contract workers and students who engage in retaliation will be subject to termination of their engagement with CBD College, or dismissal from the educational program in which they are enrolled.

## Definitions

Federal and state laws and applicable regulations each provide definitions for sexual assault, sexual misconduct, dating violence, domestic violence, and stalking. Sometimes these definitions differ. Additionally, there are a number of considerations surrounding the issue of consent in the investigation and reporting of sex offenses. State definitions are used by police and prosecutors to determine if a crime has been committed in California. The California Penal Code definition of consent is the standard used for criminal investigations and prosecutions of sex offenses in the state of California. The definitions prescribed by the Clery Act (a federal law) are used by all institutions in the United States to classify and report crimes under the Clery Act. The Violence Against Women Act (VAWA) Reauthorization of 2013 modified the definitions of some of the sexual offenses, including the definition of rape.

## California Penal Code Crime Definitions

§ 261.5 "Consent"- In prosecutions under Section 261 [rape], 262 [spousal rape], 286 [sodomy], 288a [oral copulation] or 289 [penetration by a foreign object], in which consent is an issue, "consent" shall be defined to mean positive cooperation in an act or attitude pursuant to an exercise of free will. The person must act freely and voluntarily and have knowledge of the nature of the act or transaction involved. A current or previous dating or marital relationship shall not be sufficient to constitute consent where consent is at issue in a prosecution under Section 261, 262, 286, 288(a) or 289. Nothing in this section shall affect the admissibility of evidence or the burden of proof on the issue of consent.

§ 261.5 (a) Unlawful sexual intercourse is an act of sexual intercourse accomplished with a person who is not the spouse of the perpetrator, if the person is a minor. For the purposes of this section, a "minor" is a person under the age of 18 years and an "adult" is a person who is at least 18 years of age. (b) Any person who engages in an act of unlawful sexual intercourse with a minor who is not

more than three years older or three years younger than the perpetrator, is guilty of a misdemeanor. (c) Any person who engages in an act of unlawful sexual intercourse with a minor who is more than three years younger than the perpetrator is guilty of either a misdemeanor or a felony, and shall be punished by imprisonment in a county jail not exceeding one year.

§ 242 A battery is any willful and unlawful use of force upon the person of another.

§ 243(e)(1) - A battery committed against a spouse, a person with whom the defendant is cohabiting, a person who is the parent of the defendant's child, former spouse, fiancé, or fiancée, or a person with whom the defendant currently has, or has previously had, a dating or engagement relationship. § 273.5(a) - Any person who willfully inflicts corporal injury resulting in a traumatic condition upon a victim described in subdivision (b) is guilty of a felony. (b) Subdivision (a) shall apply if the victim is or was one or more of the following: (1) The offender's spouse or former spouse. (2) The offender's cohabitant or former cohabitant. (3) The offender's fiancé or fiancée, or someone with whom the offender has, or previously had, an engagement or dating relationship.

§ 13700(b) - "Domestic violence" means abuse committed against an adult or a minor who is a spouse, former spouse, cohabitant, former cohabitant, or person with whom the suspect has had a child or is having or has had a dating or engagement relationship. For purposes of this subdivision, "cohabitant" means two unrelated adult persons living together for a substantial period of time, resulting in some permanency of relationship. Factors that may determine whether persons are cohabiting include, but are not limited to, (1) sexual relations between the parties while sharing the same living quarters, (2) sharing of income or expenses, (3) joint use or ownership of property, (4) whether the parties hold themselves out as husband and wife, (5) the continuity of the relationship, and (6) the length of the relationship.

§ 243.4(b) - (Fondling) Any person who touches an intimate part of another person who is institutionalized for medical treatment and who is seriously disabled or medically incapacitated, if the touching is against the will of the person touched, and if the touching is for the purpose of sexual arousal, sexual gratification, or sexual abuse, is guilty of sexual battery. § 243.4(e)(1) - Any person who touches an intimate part of another person, if the touching is against the will of the person touched, and is for the specific purpose of sexual arousal, sexual gratification, or sexual abuse, is guilty of misdemeanor sexual battery.

§ 261(a) "Rape" - Is an act of an act of sexual intercourse accomplished with a person not the spouse of the perpetrator, under any of the following circumstances: (1) Where a person is incapable, because of mental disorder or developmental or physical disability, of giving legal consent, and this is known or reasonably should be known to the person committing the act. (2) Where it is accomplished against a person's will by means of force, violence, duress, menace, or fear of immediate and unlawful bodily injury on the person or another. (3) Where a person is prevented from resisting by any intoxicating or anesthetic substance, and this condition was known, or reasonably should have been known by the accused. (4) Where a person is at the time unconscious of the nature of the act, and this is known to the accused. (5) Where the person submits under the belief that the person committing the act is

someone known to the victim other than the accused, and this belief is induced by any artifice, pretense, or concealment practiced by the accused, with the intent to induce the belief. (6) Where the act is accomplished against the victim's will by threatening to retaliate in the future against the victim or another person, and there is reasonable belief that the perpetrator will execute the threat. (7) Where the act is accomplished against the victim's will by threatening to use the authority of a public official to incarcerate, arrest, or deport the victim or another, and the victim has a reasonable belief that the perpetrator is a public official. § 263 - The essential guilt of rape consists in the outrage to the person and feelings of the victim of the rape. Any sexual penetration, no matter how slight, is sufficient to complete the crime.

“Sexual Assault” is generally considered to be an act or attempt in violation of any of the following:

§ 220- Assault with intent to commit mayhem or specified sex offenses; assault of a person under 18 years of age with intent to commit specified sex offenses

§ 261- Rape

§ 261.5- Unlawful Sexual Intercourse with a minor

§ 262- Spousal Rape

§ 264.1- Punishment for aiding or abetting rape

§ 266c- Inducing consent to a sexual act by fraud or fear

§ 269- Aggravated sexual assault of a child

§ 285- Incest

§ 286- Sodomy

§ 288- Lewd or lascivious acts involving children

§ 288.5- Continuous sexual abuse of a child

§ 288a- Oral Copulation

§ 289- Penetration by foreign object

§ 647.6- Annoying or molesting children

§ 261.5(a) - (Statutory rape) - Unlawful intercourse is an act of sexual intercourse accomplished with someone who is not the spouse of the perpetrator, if the person is a minor. For the purposes of this section, a "minor" is a person under the age of 18 years and an "adult" is a person who is at least 18 years of age.

§ 646.9(a) - (Stalking) - Any person who willfully, maliciously, and repeatedly follows or willfully and maliciously harasses another person, and who makes a credible threat with the intent to place that person in reasonable fear for his or her safety, or the safety of his or her immediate family, is guilty of the crime of stalking.

## VAWA Crime Definitions

For the purposes of Clery Act statistical reporting: the definitions for rape are derived from the “Summary Reporting System (SRS) User Manual” from the FBI’s UCR Program; the definitions of fondling, incest and statutory rape are from the “National Incident-Based Reporting System (NIBRS) User Manual” from the FBI’s UCR Program; the definitions of dating violence, domestic violence, and stalking are provided in the Violence Against Women Act of 1994 and repeated in the Code of Federal Regulations (Clery Regulations) section 668.46(a). The minimum definition of consent is also provided in the Clery Regulations.

**Rape:** The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This offense includes the rape of both males and females.

**Sex Offenses:** Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

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

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

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

For the purposes of this definition:

**Consent:** Consent means the affirmative, unambiguous, and voluntary agreement to engage in a specific sexual activity during a sexual encounter. Additionally:

- Someone who is incapacitated cannot consent;
- Past consent does not imply future consent, silence or an absence of resistance does not imply consent;
- Consent to engage in sexual activity with one person does not imply consent to engage in sexual activity with another;
- Consent can be withdrawn at any time; and
- Coercion, force, or threat of either invalidates consent.

**Dating Violence:** The term “dating violence” means violence committed by a person:

(A) Who is or has been in a social relationship of a romantic or intimate nature with the victim; and

(B) Where the existence of such a relationship shall be determined based on a consideration of the following factors:

- The length of the relationship.
- The type of relationship.

- The frequency of interaction between the persons involved in the relationship.

Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.

**Domestic Violence:** The term “domestic violence” includes felony or misdemeanor crimes of violence committed by a current or former spouse 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, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction.

**Stalking:** The term “stalking” means engaging in a course of conduct directed at a specific person that would cause a reasonable person to –

- (A) Fear for his or her safety or the safety of others; or
- (B) Suffer substantial emotional distress.

For the purposes of this definition:

Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, 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.

Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.

Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

## Crime Statistics Report

The Clery Act requires postsecondary institutions to disclose the number of instances in which certain specific types of crimes have occurred in any building, or on any property owned or controlled by this institution, which is used for activities related to the educational purpose of the institution, and/or any building or property owned or controlled by student organizations recognized by this institution as well as on public property that is within the campus, or next to or bordering the campus and that is easily accessible from the campus. In compliance with that law, the following reflects this institution's crime statistics for the period between 1/1/16 and 12/31/18.

CBD College complies with the Campus Crime Statistics internet-reporting requirements set forth by the U.S. Department of Education. Campus Crime Statistics may be viewed at:

<http://nces.ed.gov/collegenavigator/?q=cbd+college&s=all&id=439367#crime>.



Crime statistic reports for the years 2016, 2017 and 2018 were based on the school's Clery Act geography, as defined below:

### Campus

For Crime statistic reporting, "The Campus" is considered to be the 4<sup>th</sup> and 5<sup>th</sup> floors of the building located on 3699 Wilshire Blvd, including the garage, elevator and lobby. CBD College does not maintain or operate any student housing facilities. CBD College leases parking spaces at the following parking structures located within a mile from the 3699 Wilshire Building where instruction takes place:

**3680 Wilshire Blvd.  
Los Angeles, CA 90010**

**670 S. Western Ave.  
Los Angeles, CA 90005**

### Non-Campus

There are no buildings or properties that should be considered as "non-campus" for the purpose of crime statistics reporting.

### Public Property

For crime statistics reporting, all public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to an accessible from the campus includes:

**3699 Wilshire Blvd., Fourth Floor  
Los Angeles, CA 90010**

**3680 Wilshire Blvd.  
Los Angeles, CA 90010**

**670 S. Western Ave.  
Los Angeles, CA 90005**

**Report Distribution Date: October 1, 2019**  
**Occurrences within the 2016, 2017 and 2018 Calendar Years**

**DISCLAIMER:** Please be advised that the College requested crime statistics from the law enforcement agency with jurisdiction on and around our campus, but the statistics were not available in a usable format for Clery reporting.

<b>CRIMINAL OFFENSES</b>				
Crime Category:	2016	2017	2018	Location: C - Campus N - Non-campus P - Public Prop.
Murder ( <i>Non-negligent manslaughter</i> )	0	0	0	
Negligent Manslaughter	0	0	0	
Rape	1	0	0	P
Fondling	0	0	0	
Incest	0	0	0	
Statutory rape	0	0	0	
Robbery	0	1	3	P
Aggravated Assault	1	1	4	P
Burglary	0	0	0	
Motor Vehicle Theft ( <i>do not include theft from a motor vehicle</i> )	3	1*	0	P, C*
Arson	0	0	0	

HATE CRIMES <sup>2</sup>													
Crime Category:	2016	2017	2018	Location: C - Campus N - Non-campus P - Public Prop.	RACE	RELIGION	SEXUAL ORIENTATION	GENDER	GENDER IDENTITY	DISABILITY	ETHNICITY	NATIONAL ORIGIN	
Murder ( <i>Non-negligent manslaughter</i> )	0	0	0		0	0	0	0	0	0	0	0	
Negligent Manslaughter	0	0	0		0	0	0	0	0	0	0	0	
Rape	0	0	0		0	0	0	0	0	0	0	0	
Fondling	0	0	0		0	0	0	0	0	0	0	0	
Incest	0	0	0		0	0	0	0	0	0	0	0	
Statutory rape	0	0	0		0	0	0	0	0	0	0	0	
Robbery	0	0	0		0	0	0	0	0	0	0	0	
Aggravated Assault	0	0	0		0	0	0	0	0	0	0	0	
Burglary	0	0	0		0	0	0	0	0	0	0	0	
Motor Vehicle Theft (do not include theft <u>from</u> a motor vehicle)	0	0	0		0	0	0	0	0	0	0	0	
Arson	0	0	0		0	0	0	0	0	0	0	0	
Simple Assault	0	0	0		0	0	0	0	0	0	0	0	
Larceny-theft	0	0	0		0	0	0	0	0	0	0	0	
Intimidation	0	0	0		0	0	0	0	0	0	0	0	
Destruction/Damage/Vandalism of Property	0	0	0		0	0	0	0	0	0	0	0	

VAWA OFFENSES				
Crime Category:	2016	2017	2018	Location: C - Campus N - Non-campus P - Public Prop.
Domestic Violence	0	1	0	P
Dating Violence	0	0	0	
Stalking	0	2	0	C

<sup>2</sup> Please be advised the law enforcement agency with jurisdiction on and around our campus did not respond to our initial crime statistics request pertaining to hate crimes based on the eight categories of bias that are reportable, in a timely manner, thus, any records for hate crimes occurring on campus, non-campus and public property that were reported to the local law enforcement agency will be updated and published once received from the agency.

ARRESTS					
Crime Category:	2016	2017	2018	Arrested? (Y or N)	Referred for Campus Disciplinary Action (Y or N)
Weapons: carrying, possessing, etc.	0	0	0		
Drug Abuse Violations	0	0	0		
Liquor Law Violations	0	0	0		

UNFOUNDED CRIMES				
Crime Category:	2016	2017	2018	Location: C - Campus N - Non-campus P - Public Prop.
Unfounded Crimes	0	0	0	