



Annual Security Report
Annual Fire Safety Report
2018-2019
Paris Campus

INTRODUCTION

At Schiller International University, our concern for the safety and well-being of our students, faculty and staff is always our top priority. The primary responsibility for Campus Safety and Security is achieved through a team effort involving the Office of the President, the Campus Directors, and the various student services and administrative offices. Please keep in mind that a truly safe Campus can only be achieved through the efforts and cooperation of all students, faculty and staff who accept responsibility for their own safety and security as well as the safety and security of others.

This report has been prepared in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act 20 U.S.C. § 1092(f), with implementing regulations in the U.S. Code of Federal Regulations at 34 C.F.R. 668.46. This report also is in compliance with Higher Education Opportunity Act (P.L. 110-315). Copies of this report are distributed to students, employees, prospective students and prospective employees, according to the U.S Code of Federal Regulations and University Policy and Procedures. An electronic copy is provided on the University's website. Printed copies are available from the Campus Directors offices and from the Financial Aid offices at each campus upon request.

The Paris Campus also complies with French Legislation regarding the safety of students, faculty and staff. Periodic inspections of the premises are made by our local safety consultants.

Any questions or comments regarding its content should be addressed:

Campus Director Paris. Tel: 00 33 (0)1 45 38 74 55

EMERGENCY NUMBER FRANCE

112

This will notify Police, Fire Services and Ambulance
Services

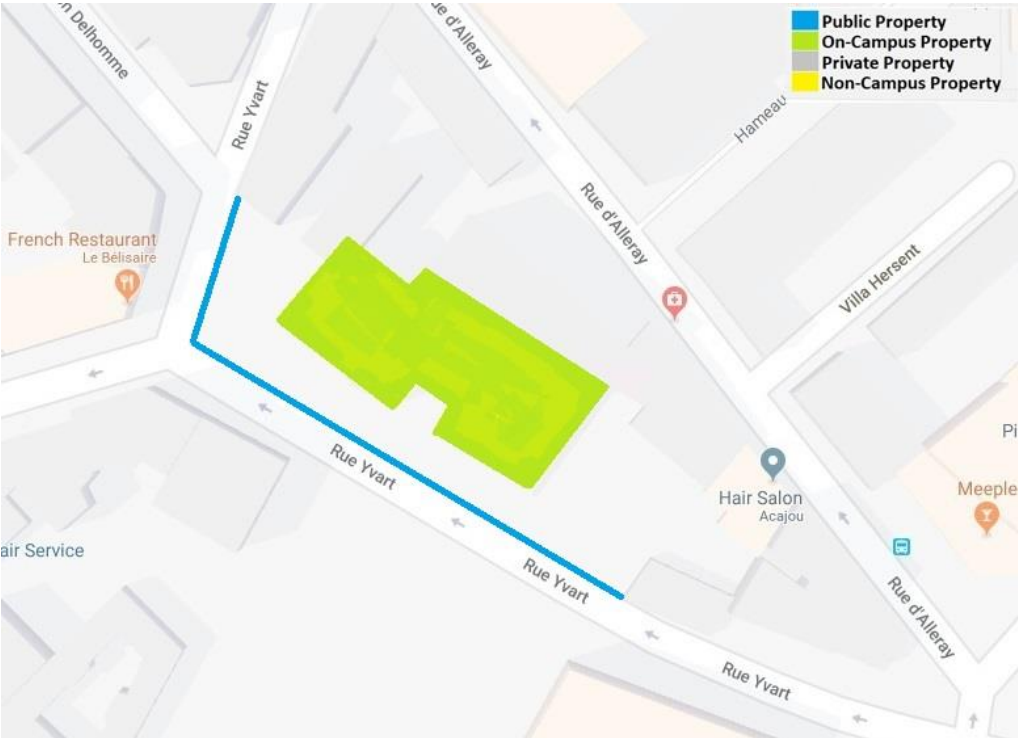
It can be called from any telephone, free of cost,
without unlocking the telephone

DEFINITION OF PROPERTY:

CAMPUS:

- Any building or property owned or controlled by an institution of higher education within the same reasonably contiguous geographic area of the institution and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and
- Property within the same reasonably contiguous geographic area of the institution that is owned by the institution but controlled by another person, is used by students, and supports institutional purposes (such as a food or other retail vendor).
- Schiller International University operates campuses at the following locations, Madrid, Heidelberg, Paris and Tampa Bay Florida.
- This report pertains solely to the Paris Campus located at 9, rue Yvart in the 15th arrondissement, Paris (75015).

Schiller International University Paris rents space in a building located at 9 rue Yvart, Paris. The Paris campus rents space found in the building at the ground floor and basement levels.



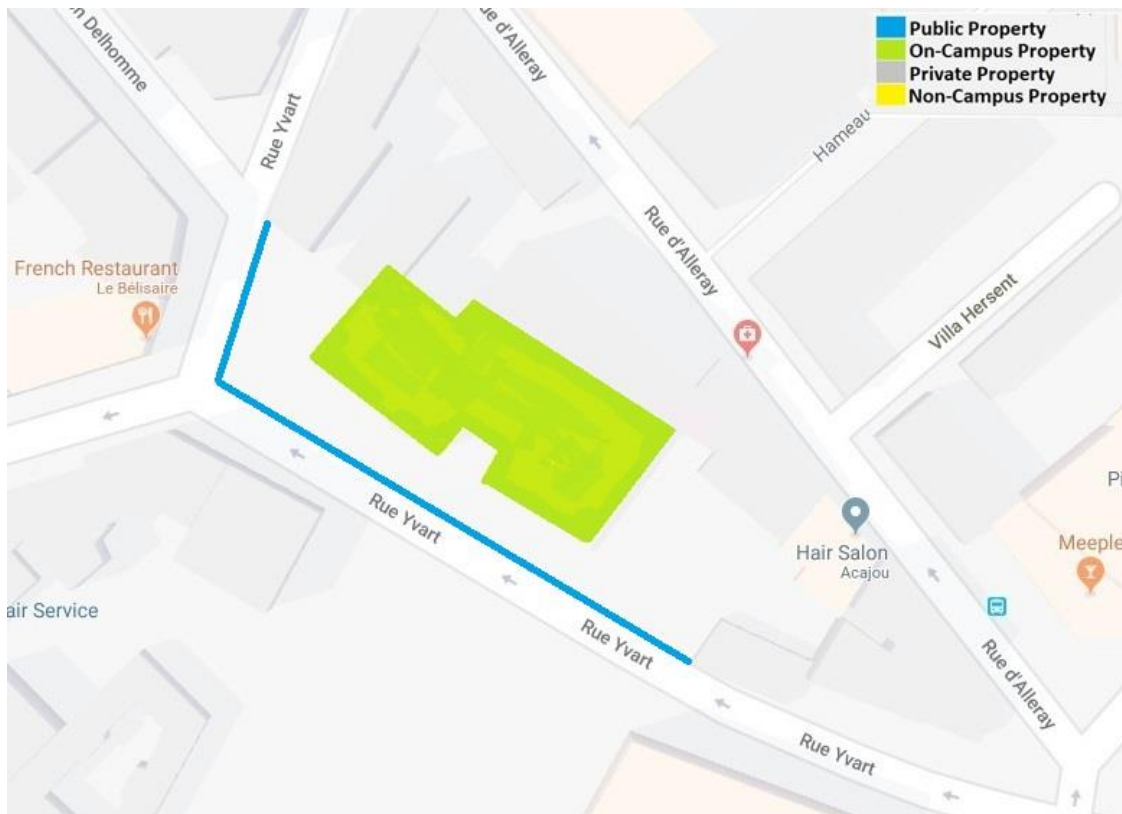
NON-CAMPUS BUILDING OR PROPERTY:

- There are no non-campus buildings or property on site.

PUBLIC PROPERTY

All public property that is within the same reasonably contiguous geographic area of the institution, such as a sidewalk, a street, other thoroughfare, or parking facility, and is adjacent to a facility owned or controlled by the institution if the facility is used by the institution in direct support of, or in a manner related to the institution's educational purposes.

Public property is shown in blue. Private property buildings are in grey and private non-University property is shown in yellow. The building within which the Paris Campus is located is shown in green



CAMPUS SECURITY OFFICIALS

All security issues should be referred to the Campus Director. In his absence, a staff member should be informed immediately.

The emergency numbers in France are 15 for medical emergencies (“SAMU”), 17 for police and 18 for the fire station.

Smaller incidents requiring less urgent police intervention can be reported by dialing 112. Our closest Police Station is at 250 rue Vaugirard, Paris 75015 and can be contacted by telephone at 34 30.

Outside office hours the campus is protected by iron gates at the entrance and exits and iron shutters over the windows. The concierge of the apartment building within which are located is also on site after hours (except on weekends). The concierge can be reached at +33 (0) 6 23 24 38 07. . No staff, students or faculty should be on campus at this time.

REPORTING CRIMES AND INCIDENTS

All crimes and incidents must be reported to the Campus Director or to a member of staff. Where a serious incident has taken place, the police, fire or ambulance must be called immediately on 112. For less serious incidents where there is no immediate physical danger, the Campus Director will decide the best course of action and how to inform local law enforcement if required.

If a victim or witness wishes to report a crime on a voluntary, confidential basis, the victim or witness may do so by contacting the Campus Director who is also the Title IX coordinator. All efforts will be made to protect privacy and confidentiality. Crimes reported on a voluntary, confidential basis will be included in the annual crime statistics. Sexual assaults may be reported to anyone confidentially, allowing for posting of timely warnings and statistical data. The University does not provide pastoral care or counseling.

CRIME LOG

The Campus Director maintains daily crime logs containing a chronological report of all valid complaints and reports of alleged crime, and includes the following information:

- Nature, date, time, and general location of each crime; and
- The disposition of the complaint, if known.

The public may review the crime log for the most recent 60-day period in the office of the Campus Director located at each Campus in the Campus Director’s office. Entries to the Crime Log older than 60 days can be viewed within two business days of receiving a request.

CLERY ACT CRIME DEFINITIONS

The Clery Act is a US Federal Law that requires colleges and universities whose students receive Federal Financial Aid to report statistics regarding alleged criminal activity on campus and in the neighboring area, as well as safety information, to the campus community. The definitions used for purposes of these reports are specific to the Clery Act and may not be entirely consistent with other crime definitions used by different entities that collect crime information otherwise.

French laws provide similar protection to US legislation though are substantially more severe regarding fire arms.

CRIMINAL OFFENSES

- ***Negligent Manslaughter:*** The killing of another person through gross negligence.
- ***Murder/Non-Negligent Manslaughter:*** The willful (non-negligent) killing of one human being by another.
- ***Robbery:*** The taking or attempt to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
- ***Aggravated Assault:*** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.
- ***Burglary:*** The unlawful entry of a structure to commit a felony or theft.
- ***Motor Vehicle Theft:*** The theft or attempted theft of a motor vehicle.
- ***Arson:*** Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, or personal property of another.

CRIMINAL OFFENSES- FORCIBLE SEX OFFENSES

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

- ***Forcible Rape:*** The carnal knowledge of a person, forcibly and/or against that person's will; or not forcible or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity or because of his/her youth.
- ***Forcible Sodomy:*** Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
- ***Sexual Assault with an Object:*** The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

- **Forcible Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

CRIMINAL OFFENSES- NON-FORCIBLE SEX OFFENSES

Unlawful, non-forcible sexual intercourse

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

ARRESTS AND REFERRALS FOR DISCIPLINARY ACTION

- **Weapon Law Violations:** The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as manufacture, sale or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.
- **Drug Law Violations:** Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs. The relevant substances include opium or cocaine and their derivatives (morphine, heroin, and codeine), marijuana, synthetic narcotics (Demerol, methadone) and dangerous nonnarcotic drugs (barbiturates, Benzedrine).
- **Liquor Law Violations:** The violation of laws and ordinances prohibiting the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition)

VIOLENCE AGAINST WOMEN ACT OFFENSES (VAWA)

- **Dating Violence:** Violence by a person who has been in a romantic or intimate relationship with the victim. Whether there was such relationship will be gauged by its length, type, and frequency of interaction.
- **Domestic Violence:** Asserted violent misdemeanor and felony offenses committed by the victim's current or former spouse, current or former cohabitant, and person similarly situated under domestic or family violence law, or anyone else protected under domestic or family violence law.
- **Stalking:** A course of conduct directed at a specific that would cause a reasonable person to fear for her, his, or others' safety, or to suffer substantial emotional distress.

HATE CRIMES

A Hate Crime is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim.

Although there are many possible categories of bias, under the Clery Act, only the following eight categories are reported: ***Race, Religion, Sexual Orientation, Gender, Gender Identity, Ethnicity, National Origin, and Disability.***

For Clery Act purposes, Hate Crimes include any of the following offenses that are motivated by bias.

1. Murder and Non-negligent Manslaughter
2. Sexual Assault
3. Robbery
4. Aggravated Assault
5. Burglary
6. Motor Vehicle Theft
7. Arson
8. Larceny-Theft
9. Simple Assault
10. Intimidation
11. Destruction/Damage/Vandalism of Property

CRIME STATISTICS

The University presents crime statistics for each calendar year by October 1 of the following year, as required by Federal regulations. For example, this schedule calls for the January 1, 2017 through December 31, 2017 statistics to be reported by October 1, 2018.

These statistics are reported in accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and the Uniform Crime Reporting procedures. A table is provided below that summarizes offenses that were reported to Campus Security or to other University offices during the prior calendar year. The table would also list data provided by respective police authorities where they exist.

N.B. These statistics represent alleged criminal offenses reported to campus security, local police, or others. These statistics may involve individuals not associated with the institution. The data collected do not necessarily reflect prosecutions or convictions for crimes. Because some statistics may be provided by non-police authorities, these data may not be directly comparable to data from the FBI's Uniform Crime Reporting System, which collects data only from police.

Crime Statistics for 2015, 2016, 2017					
	ON-CAMPUS PROPERTY	STUDENT HOUSING FACILITIES	PUBLIC PROPERTY	NON-CAMPUS PROPERTY	TOTAL
CRIMINAL HOMICIDES					
MURDER/NON-NEGLIGENT MANSLAUGHTER					
2015	0	N/A	0	0	0
2016	0	N/A	0	0	0
2017	0	N/A	0	0	0
NEGLIGENT MANSLAUGHTER					
2015	0	N/A	0	0	0
2016	0	N/A	0	0	0
2017	0	N/A	0	0	0
SEXUAL OFFENSES					
RAPE- FORCIBLE					
2015	0	N/A	0	0	0
2016	0	N/A	0	0	0
2017	0	N/A	0	0	0
FONDLING- FORCIBLE					
2015	0	N/A	0	0	0
2016	0	N/A	0	0	0
2017	0	N/A	0	0	0
INCEST- NON FORCIBLE					
2015	0	N/A	0	0	0
2016	0	N/A	0	0	0
2017	0	N/A	0	0	0
STATUTORY RAPE- NON FORCIBLE					
2015	0	N/A	0	0	0
2016	0	N/A	0	0	0
2017	0	N/A	0	0	0
GENERAL OFFENSES					
ROBBERY					
2015	0	N/A	0	0	0
2016	0	N/A	0	0	0
2017	0	N/A	0	0	0
AGGRAVATED ASSAULT					
2015	0	N/A	0	0	0
2016	0	N/A	0	0	0
2017	0	N/A	0	0	0
BURGLARY					
2015	0	N/A	0	0	0
2016	0	N/A	0	0	0
2017	0	N/A	0	0	0
MOTOR VEHICLE THEFT					
2015	0	N/A	0	0	0
2016	0	N/A	0	0	0
2017	0	N/A	0	0	0

Crime Statistics for 2015, 2016, 2017					
	ON-CAMPUS PROPERTY	STUDENT HOUSING FACILITIES	PUBLIC PROPERTY	NON-CAMPUS PROPERTY	TOTAL
ARSON					
2015	0	N/A	0	0	0
2016	0	N/A	0	0	0
2017	0	N/A	0	0	0
VIOLENCE AGAINST WOMEN ACT (VAWA) VIOLATIONS					
DATING VIOLENCE					
2015	0	N/A	0	0	0
2016	0	N/A	0	0	0
2017	0	N/A	0	0	0
DOMESTIC VIOLENCE					
2015	0	N/A	0	0	0
2016	0	N/A	0	0	0
2017	0	N/A	0	0	0
STALKING					
2015	0	N/A	0	0	0
2016	0	N/A	0	0	0
2017	0	N/A	0	0	0
ARRESTS and DISCIPLINARY REFERRALS					
WEAPONS LAW VIOLATION ARRESTS					
2015	0	N/A	0	0	0
2016	0	N/A	0	0	0
2017	0	N/A	0	0	0
WEAPONS LAW VIOLATION DISCIPLINARY REFERRALS					
2015	0	N/A	0	0	0
2016	0	N/A	0	0	0
2017	0	N/A	0	0	0
LIQUOR LAW VIOLATION ARRESTS					
2015	0	N/A	0	0	0
2016	0	N/A	0	0	0
2017	0	N/A	0	0	0
LIQUOR LAW VIOLATION DISCIPLINARY REFERRALS					
2015	0	N/A	0	0	0
2016	0	N/A	0	0	0
2017	0	N/A	0	0	0
DRUG LAW VIOLATION ARRESTS					
2015	0	N/A	0	0	0
2016	0	N/A	0	0	0
2017	0	N/A	0	0	0
DRUG LAW VIOLATION DISCIPLINARY REFERRALS					
2015	0	N/A	0	0	0
2016	0	N/A	0	0	0
2017	0	N/A	0	0	0

Emergency Response and Evacuation Procedures

SAFETY PLAN

The purpose of the Schiller International University Safety Plan is to establish policies, procedures, and an organizational structure for response to significant emergency or dangerous situations. Nothing in this plan shall be construed in a manner that limits the use of good judgment and common sense in matters not foreseen or covered by the elements of the plan. The safety plan and organization shall be subordinate to plans of local authorities during a disaster declared by those authorities.

EMERGENCY RESPONSE TEAM (ERT)

In the event of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus, the Emergency Response Team (ERT) is responsible for assessment and implementation of emergency procedures, including but not limited to, evacuations, lockdowns, crowd control, access controls, and coordination with responding emergency services. The ERT will assemble to direct the handling of the crisis.

The University has identified an Emergency Response Team (ERT), consisting of:

- Campus Director: +33 (0) 1.45.38.74.55
- Registrar: +33 (0) 1.45.38.94.70
- Bursar/Office Manager: +33 (0) 1.45.38.93.86

ORGANIZATIONAL STATEMENT, ROLES, AND RESPONSIBILITIES

This Safety Plan provides guidelines for the ERT during a major emergency or dangerous situation. Campus Director is considered the team leader.

The Team Leader or designee would be responsible for the following actions:

- Identifying the nature of the emergency;
- Ensuring that timely notification is made to emergency responders (*e.g.*, police and fire departments, emergency medical services, etc.);
- Coordinating with responding emergency services personnel;
- Ensuring that timely notification is made to the full ERT;
- Initiating the mass alert system if necessary;
- Ensuring that the primary command center is operational with all necessary communication and emergency equipment, as appropriate; and
- Determining if a lock down or evacuation of any building is necessary and initiating that process, if warranted.

REPORTING AN EMERGENCY

Reporting an emergency in an accurate and timely manner is crucial in minimizing the effect of a significant emergency or dangerous situation on the community. All alleged offenses and/or emergencies should be reported to the Campus Director. If a criminal act and/or emergency are reported to someone other than Campus Director, that person is instructed to contact the Campus Director immediately. The

Campus Director or designee, upon receiving the initial report, and will act according to training and instructions given.

Contact numbers for emergency service units (Fire, Police, and Emergency Medical Services) along with agencies of pertinent local authorities (*e.g.*, French Ministry of the Interior, French Ministry of Health as well as the US Embassy Paris) are maintained at the Campus Director's Office. Also listed are medical facilities, utility companies and on-call contractors are maintained along with emergency contact numbers for all current staff, faculty, and students. If you encounter an emergency or dangerous situation on campus, report it immediately to the Campus Director or call 112 (All emergencies in France and throughout the EU).

NOTIFICATION PROCEDURES

Upon receiving the initial report, the Campus Director will make an immediate assessment identifying the nature of the emergency or dangerous situation and notify emergency services to discuss what actions should be taken next. A member of the ERT will then be notified, who will brief the other members. If a mass notification or limited notification is deemed necessary by local emergency services, the ERT will, without delay, and taking into account the safety of the community, determine the content of the notification, and decide the appropriate segment or segments of the campus community to receive the notification. The ERT will assist the Campus Director in initiating the 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. Members of the ERT will notify their respective departments via phone, text messaging, or e-mail to ensure that all faculty and staff are aware of the situation.

MASS NOTIFICATION

Emergency Notifications are required upon the confirmation of a significant emergency. It is sent by the President or designee, to all Students, Faculty and Staff via email and fire alarm system if applicable. Phone calls are made if needed.

All emergency notifications may be communicated through one or more of the following systems:

- Schiller website (www.schiller.edu)
- Email alert sent to Students, Faculty and Staff
- On Campus fire alarms

COMMUNICATION WITH THE CAMPUS COMMUNITY AND GENERAL PUBLIC

The ERT will determine the need to give notice to individuals and organizations outside the campus, including the police or other local authorities as well as the campus community. The ERT will collaborate with local authorities in determining the need for and content of the notice. The notice will be provided to local emergency services as a first priority. Updated information will be provided if necessary.

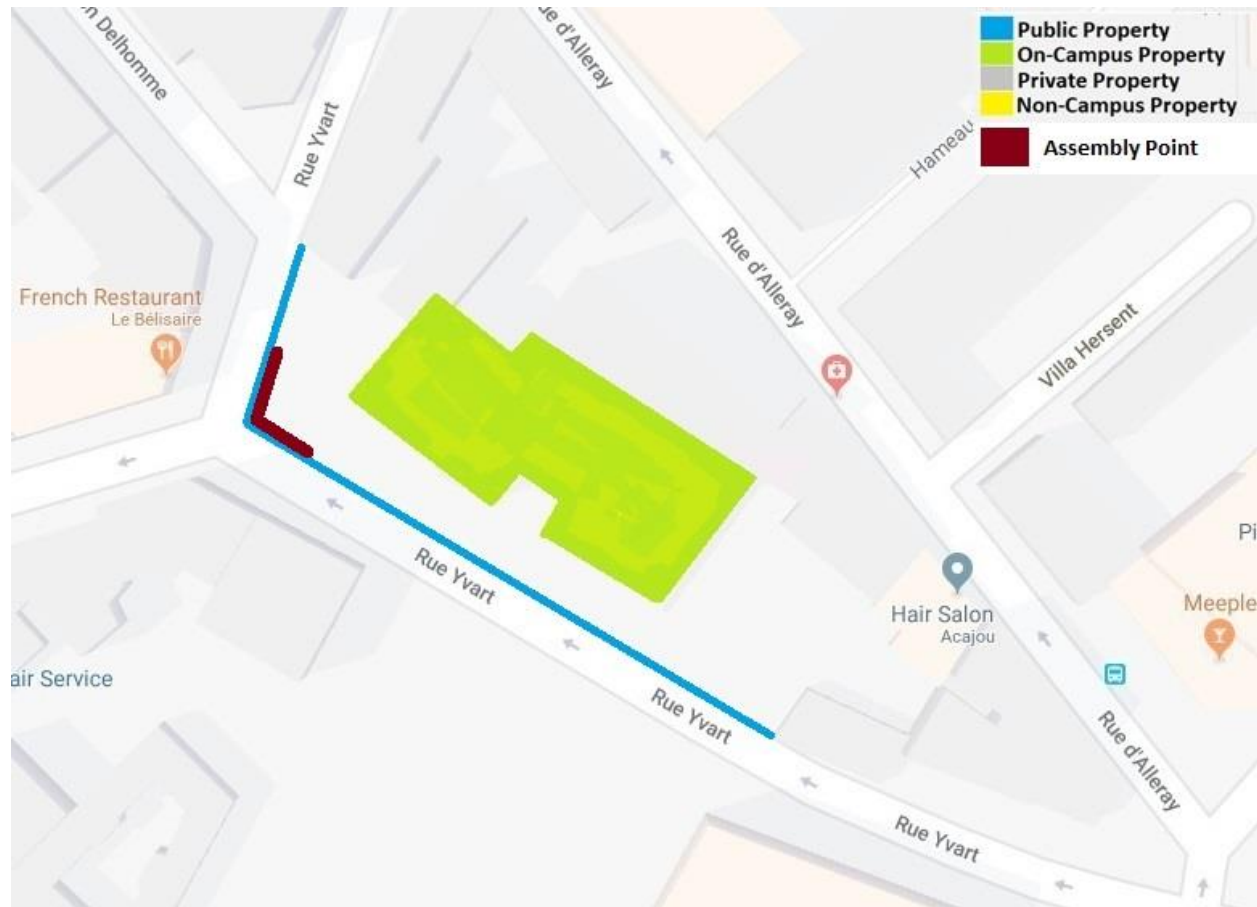
In the event of an emergency or dangerous situation, the University should be contacted on (+34) 91 448 24 88.

ROLE OF COMMUNITY

The community is encouraged to notify the Campus Director of a significant emergency or dangerous situation as soon as possible. All matters involving potential violence or circumstances that could harm students, faculty, or staff should be reported immediately to **112**.

ROLE OF STUDENTS

Students should familiarize themselves with the emergency procedures and evacuation routes in buildings where they reside or use frequently. They should evacuate buildings in an orderly manner when an alarm sounds or when directed to do so by emergency personnel. They should evacuate to pre-designated Emergency Assembly Area on the sidewalk at the corner of rue Yvart and rue Marmontel indicated in maroon on the map below.



ROLE OF FACULTY AND STAFF

Every member of the faculty and staff should familiarize themselves with the emergency procedures and evacuation routes. Faculty members who are teaching a class during an emergency situation are expected to assist the students in taking appropriate actions. University security will provide communications and coordination with responders, under the direction of the ERT, as needed.

EVACUATION GUIDELINES

Notification to evacuate a building will be made by any feasible means, including email, fire alarms, public address systems, hand-held public address horns, telephones, and word of mouth as determined by the ERT.

In the event of a fire, employees, students, faculty, staff, and visitors are required to evacuate the building immediately. In non-fire emergencies, a decision to evacuate will be based on the facts and circumstances. Evacuation is likely necessary when the University receives a specific threat (e.g., bomb threat or hazardous material incident) and the recommendation of public safety officials who may be responders.

EVACUATION OF CAMPUS BUILDINGS

When the order is given to evacuate a building for any reason, occupants are instructed to follow life safety survival skills, to not to use elevators, and to evacuate by way of the nearest safe exit.

Lock Down and Shelter-in-Place Procedures

The safety of our students, staff and faculty is a high priority and an important concern for the University. There is a fire alarm system in place for the immediate evacuation of the campus during an emergency. The University also has a communication system and a LOCKDOWN safety procedure, which can be used if and when there is an immediate threat and an evacuation would not be practical.

The University implemented this system because there are many types of threats and situations that can be dynamic and confusing due to unknown factors. We must therefore be flexible in how we communicate and react to keep everyone safe and out of harm's way.

For contacting fire, police, or medical emergency services **please call 112 - this call is free of charge and can be made from any telephone without unlocking access**, and provide the address, building, and room location information displayed on the placard or phone.

If there is an immediate threat to human life, you must react decisively, get out of harm's way, notify the authorities by dialing **112**, and if necessary, implement and use the fire alarm switch or the new LOCKDOWN procedure. Once a campus official determines a lockdown, an announcement will be made to inform individuals on campus that **"Schiller International University is now in a LOCKDOWN condition."**

In the event of a Lockdown, the following procedures are to be followed:

- The doors to the building should be locked, and no one should be allowed to enter or leave until officially instructed.
- All students in the building should report to the nearest classroom.
- All professors should direct students in the hall to the nearest classroom, lock the doors and windows, turn off the lights, cover the windows, and move students out of the line of sight.
- Professors should take attendance of students in the room and await further instructions.
- Professors may contact the Front Desk, but should understand that immediate response may not be possible.
- All activity should cease. Students are expected to be quiet and to limit movement.

- Students/Staff outside the building must evacuate to an off campus location.

Once the lockdown is over there will be an announcement stating that the “**LOCK DOWN is OVER**” or, you will receive instructions from a University administrator, police, or a fire official. No one is allowed to leave the building until instructed. The staff is committed to improving and encouraging good relations in a diverse cultural environment in the University. Our combined efforts can preserve a safe environment.

BOMB THREAT OR HAZARDOUS MATERIAL THREAT

Threats are always taken seriously. Most often a bomb threat is made by telephone, but threats may be conveyed by mail, email, or in person. Bomb threats must be reported immediately. Contact the Campus Director immediately. The Campus Director will contact the appropriate authorities. However, if the threat seems imminent, **call 112**. Security and designated personnel will coordinate with police and fire departments. A decision to evacuate or to lockdown a building will be made with due consideration given the advice offered by first responders.

If searches are necessary, professionals from the police and fire departments will conduct them. University personnel will not conduct searches for explosives or hazardous materials.

If Schiller or any of its employees were to receive a bomb threat by telephone:

- Remain calm. Do not hang up, even if the caller hangs up: The call may still be traceable.
- Ask the caller to repeat what he/she said.
- Ask for more information:
- What is your name?
- Where is it?
- What does it look like?
- What will it do?
- Why are you doing this?
- How can we contact you?
- Do you want to talk with someone?
- Take notes.
 - What was the exact time of the call?
 - Was the caller male or female?
 - Did the person sound old or young?
 - Did the person have an accent or pronounce words in a strange way?
 - What was the caller’s tone of voice? Was he/she calm or excited?
 - Was there identifiable background noise?

SERIOUS INJURY OR ILLNESS

Serious injury or illness can occur at any time. In the event of a serious injury or severe illness:

- Do not move the ill or injured person.
- Call 112 or call the Campus Director.
- Security personnel will notify appropriate members of ERT.
- Trained personnel will give care until first responders arrive.

- Campus Director will file a report of the incident. University Administrative staff will follow up with the ill or injured person.

DRILLS AND TESTING

Schiller International University schedules periodic fire drills. Every alarm must be taken seriously even if there is no immediate apparent danger. Every student will familiarize himself/herself with the rules and procedures. Students will use the following procedures during fire drills, when the alarm sounds:

- Open the window blind/ shades
- Leave the wall or overhead light(s) on
- Close the room door, but DO NOT LOCK IT
- Follow the professors and/or staff members who show students to the nearest exit.
- Students, staff and faculty will assemble at a fixed point on the sidewalk outside the Paris campus designated by a member of the ERT.

ALL STAFF, FACULTY AND STUDENTS MUST ASSEMBLE ON THE SIDEWALK AT THE ASSEMBLY POINT

Anytime the fire alarm goes off, everyone must evacuate the building immediately through the nearest fire exit. NEVER assume it is “just a fire drill or false alarm.” The assembly point for the Campus building is the sidewalk at the corner of rue Yvart and rue Marmontel. The entrance must be kept clear for the fire truck when it arrives. The pavements and walkways outside the buildings also must be kept clear.

TAMPERING WITH FIRE AND SAFETY EQUIPMENT

French law strictly prohibits tampering with fire and safety equipment in any campus building. This means that pulling false fire alarms, discharging fire extinguishers, removing exit signs, or activating fire hoses will not be tolerated and is subject to disciplinary action.

CAMPUS SECURITY MEASURES AND SAFETY INFORMATION

ACCESS TO CAMPUS BUILDINGS AND GROUNDS

The University is not considered a large campus but it is possible for non-University persons to access the campus despite the security measures on the doors.

Students, staff and faculty are advised to remain vigilant at all times and to report any suspicious behavior to the Campus Director.

The concierge of the building where the campus is located monitors the campus premises after business hours.

In an emergency: **call 112.**

SUSPICIOUS ACTIVITIES YOU SHOULD REPORT

Unusual sounds such as screams or shouts should be investigated cautiously and reported to the Campus Director. If required **call 112.**

If you notice anyone checking doors to see if they are open or looking into windows or parked cars, advise the Campus Director. If you see anyone being forced into a vehicle, **call 112**.

If you see property being taken from the campus premises by unknown persons, call the Campus Director or notify a member of staff. It could be a burglary in progress. Write down a description of the persons and their vehicle, including license plate number, to give to Campus Director.

TIMELY WARNING AND CAMPUS CRIME ALERTS

The Clery Act and associated regulations require that each campus provide a timely warning to the campus community concerning the occurrence of a Clery crime that the institution believes represents a continuing threat to the campus community. The determination that there is a continuing threat will be made by the Emergency Response Team on the basis of information presented by the Campus Director or local authorities. The Emergency Response Team will decide on the content of the notice and how it will be disseminated. The Campus Director will ensure any notice is released promptly. Campus crime alerts are posted in public areas around campus, and may be accompanied by emails, text messages, or notices delivered to students directly, as appropriate.

NON-DISCRIMINATION AND HARASSMENT POLICY

Schiller International University strives to provide an environment that is free from discrimination and harassment. Article 225-1 (modified by the law LOI n.2016-1547 of November 18th, 2016 – article 86) of French law protect students, staff, and faculty from discrimination and harassment based on their origins, sex, family situation, pregnancy, physical appearance, economic vulnerability, health, loss of autonomy, handicap status, genetic characteristics, moral values, sexual orientation, gender identity, age, political opinions, trade union activity, proficiency in a language other than French, their real or supposed affiliation or non-affiliation with an ethnic group, nation, averred race or religion. Schiller International University prohibits any form of discrimination and/or harassment. Any student or employee of the university who has a complaint of harassment or discrimination can follow the procedure below.

DEFINITION

Illegal harassment consists of comments or behaviors that are directed towards a person's origins, sex, family situation, pregnancy, physical appearance, economic vulnerability, health, loss of autonomy, handicap status, genetic characteristics, moral values, sexual orientation, gender identity, age, political opinions, trade union activity, proficiency in a language other than French, their real or supposed affiliation or non-affiliation with an ethnic group, nation, averred race or religion.

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:

- Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or education status;

- Submission to or rejection of such conduct by an individual is used as the basis for employment or educational decisions affecting such individual; or
- Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive environment. This includes any form of sexual violence or misconduct.

Unlawful Discrimination is defined as treating an individual differently than another based on the individual's origins, sex, family situation, pregnancy, physical appearance, economic vulnerability, health, loss of autonomy, handicap status, genetic characteristics, moral values, sexual orientation, gender identity, age, political opinions, trade union activity, proficiency in a language other than French, their real or supposed affiliation or non-affiliation with an ethnic group, nation, averred race or religion.

COMPLAINT PROCEDURE

Anyone who feels that he/she has been subjected discrimination and/or harassment by fellow employees, vendors, visitors, students and/or guests should report the incident in writing to his or her immediate supervisor or the Campus Director who also serves as the Title IX Coordinator.

Complaints will be promptly and thoroughly investigated by the Title IX Coordinator and appropriate person or persons. Investigations will be designed to protect the reasonable privacy interests of all parties concerned. All parties must cooperate with and provide information relative to these investigations. Disciplinary and corrective action, up to and including discharge, will be taken dependent upon the circumstances and as appropriate.

Dr. James Brown is the campus Title IX Coordinator. He can be contacted using the following methods:

- Phone: +33 (0) 1 45.38.74.55
- Email: jbrown@schiller.edu

SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE

DEFINITIONS

Sexual Offenses are defined in French law as follows:

Article 222-22:

Sexual aggression occurs when any sexual act is committed by violence, constraint, threat or surprise.

Rape and other sexual aggressions is committed when they are imposed on the victim in the circumstances outlined by the law.

Article 222-23:

Any act of sexual penetration, of any sort whatsoever, committed on another person, or on the person of the author of the act, by violence, constraint, threat or surprise constitutes rape.

Rape is punishable by 20 years of criminal reclusion when:

1. It results in mutilation or permanent infirmity of the victim
2. When it is committed on a minor of 15 years old or younger
3. When it is committed on a person whose vulnerabilities due to age, health, physical or mental deficiencies is apparent or known by the author
4. When it is committed by a person in a position of authority, by law or in fact
5. When it is committed by use of or the threat of the use of arms
6. When the victim had been contacted by the author of the acts by utilization of electronic communication network
7. When it is committed by the spouse or partner of the victim
8. When it is committed by an author acting in an evident state of intoxication or under the influence of drugs
9. When it is committed on a person who is exercising prostitution, including occasional prostitution.
10. When a minor is present at the scene of the acts committed
11. When a substance had been administered to the victim, against their knowledge, in order to alter their judgment or control their acts

Article 222-33:

I. Sexual harassment is the fact of repeatedly imposing upon a victim a set of behaviors or terms carrying sexual or sexist connotation and which undermine the dignity of the victim by virtue of the degrading or humiliating character by creating an intimidating, hostile or offensive environment.

The infraction is committed:

1. When the sets of behaviors or terms are imposed on the same victim by several persons in concert or at the instigation of said persons even if each of these persons did not act in a repeated way

2. When the sets of behaviors or terms are imposed on the same victim by several persons in concert or at the instigation of said persons even in the absence of concertation but know that such behaviors or terms are done in repeated fashion.

II. Applying pressure to obtain sexual favors is also assimilated to sexual harassment whether such acts be for the benefit of the author of mentioned acts or for the benefit of another person

III. The above mentioned acts are punishable by 3 years in prison and a fine of 45000€ when the following acts are committed:

1. By a person abusing of their authority

2. When it is committed on a minor of 15 years old or younger

3. When it is committed on a person whose vulnerabilities due to age, health, physical or mental deficiencies is apparent or known by the author

4. When it is committed on a person whose vulnerabilities or dependence result from an apparent weakened social or economic situation known by the author of said acts

5. When it is committed by several persons acting as accomplices

6. When the victim had been contacted by the author of the acts by utilization of electronic communication network

7. When a minor is present at the scene of the acts committed

8. When it is committed by a person in a position of authority, by law or in fact

Violence Against Women Act (VAWA) Definitions

The Violence Against Women Act of 1994 is a US Federal Law under Title IV § 40001-40703 of the Violent Crime Control and Law Enforcement Act, HR 3355, signed by President Clinton on September 13, 1994.

Domestic Violence: The term “domestic violence” means

1) Felony or misdemeanor crimes of violence committed—

(i) By a current or former spouse or intimate partner of the victim;

(ii) By a person with whom the victim shares a child in common;

(iii) By a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;

(iv) 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

- (v) By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

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

Dating Violence: The term "dating violence" means violence committed by a person

- 1) Who is or has been in a social relationship of a romantic or intimate nature with the victim and
- 2) The existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

For the purposes of this definition-

- (i) Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- (ii) Dating violence does not include acts covered under the definition of domestic violence. For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Nota Bene: Domestic violence and dating violence are not separate and distinct parts of French law, they are included and understood under laws on rape and sexual harassment

Stalking: The term "stalking" means

- 1) Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—
 - (i) Fear for the person's safety or the safety of others; or
 - (ii) Suffer substantial emotional distress.
- 2) For the purposes of this definition
 - (i) Course of conduct means two or more acts, including, but not limited to, acts 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.
 - (ii) Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
 - (iii) Reasonable persons means a reasonable person under similar circumstances and with similar identities to the victim.
- 3) For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

There is no specified equivalent for stalking in French law

Consent is defined as “voluntary, positive agreement between participants to engage in specific sexual activity”

Bystander Intervention – A bystander is a person who is present but not involved: an onlooker or spectator. Bystander Interventions are in-the-moment interventions where those around an individual or group who are engaging in risky or dangerous behavior, intervene in an attempt to prevent harm. Steps to intervening include:

- Notice the event or issue
- Determine whether the issue is an emergency or problem
- Take responsibility
- Know what to do
- Take action by directly assisting the victim, detouring the action, or reporting the activity to appropriate authorities

Students must follow and respect French law.

Any crimes committed in France are handled exclusively by the police and French legal authorities.

POLICY STATEMENT ON SEXUAL ASSAULT

Schiller International University prohibits rape, sexual assault, or other forms of nonconsensual sexual activity. Sexual assault violates federal, state, and local laws. Victims of rape or sexual assault are encouraged to file a complaint as soon as possible after the incident. It is important to preserve any evidence of a sexual assault for proof of a criminal offense. All claims of sexual assault will be promptly and thoroughly investigated and corrective action taken if warranted by the results of the investigation. Such action may lead to a campus judicial hearing or to civil or criminal proceedings against the assailant. A student may be found guilty of sexual assault by a campus disciplinary body regardless of whether he or she is found guilty in civil or criminal proceedings.

POLICY STATEMENT ON DOMESTIC VIOLENCE, DATING VIOLENCE, STALKING

Schiller International University prohibits domestic violence, dating violence, and/or stalking. Victims of domestic violence, dating violence, and stalking are encouraged to file a complaint as soon as possible after the incident. It is important to preserve any evidence of an assault for proof of a criminal offense. All claims will be promptly and thoroughly investigated and corrective action taken if warranted by the results of the investigation. Such action may lead to a campus judicial hearing or to civil or criminal proceedings against the assailant. A student may be found accountable by a campus disciplinary body regardless of whether he or she is found guilty in civil or criminal proceedings.

PREVENTION AND AWARENESS PROGRAMMING

Programming designed to prevent and promote awareness of sexual assault, domestic violence, dating violence, and stalking is offered on campus throughout the year. A variety of prevention and awareness

materials, such as brochures, videos, and posters, are available in the Campus director's office, which are designed to promote positive and healthy behavior. The University is committed to reducing the risk to its students, by providing opportunities for discussion and education on this issue.

RETALIATION

Retaliation against any individual exercising a legal right, such as filing a complaint in good faith or providing information during an investigation, is also expressly prohibited, will not be tolerated and will result in disciplinary action, regardless of the disposition of the underlying complaint.

REPORTING PROCEDURES

In France, victims of crime including rape and sexual aggression can make a complaint 24 hours a day, 7 days a week at your central police station.

You can make a complaint at any police station or gendarmerie, wherever you are staying or wherever the offence was committed.

Foreign visitors can also have access to bilingual police officers. Bilingual officers are either placed on reception at the stations or patrol the streets.

When a complaint is made, police officers can use the S.A.V.E. software (Foreign Victims Assistance System), available in 16 languages, to report complaints from foreign tourists and give them a receipt in their native language, which simplifies future procedures they may need to take with their embassy or in their own country.

A student who has been sexually assaulted has several options for reporting the incident and receiving information and support:

REPORT THE ASSAULT ON CAMPUS

A complaint can be made to the Campus Director.

CONFIDENTIALITY

Confidentiality will be kept as much as possible although it may hinder the investigation process. Confidentiality may be withdrawn to prevent future incidents and/or to eliminate a threat to the community.

REPORT THE ASSAULT TO THE POLICE

Victims of assault can report the incident at the nearest police station. The police will ask victims to provide as much detail about the incident and the perpetrator. If you are physically attacked, the police officer will also give you a written document so that you can be examined at the Legal-Medical Emergencies department (1, place du Parvis Notre-Dame, 75004 Paris - M4 Cité, RER B, St-Michel - Notre-Dame - +33 (0)1 42 34 82 85/29 - open 24 hours a day, 7 days a week). An official certificate will be issued and added to your file.

PRESERVATION OF EVIDENCE

It is important to preserve any evidence of the incident. Reporting the incident immediately is a good way to help with this process. Educational resources are available to learn what steps you can take to preserve evidence.

GO TO A HOSPITAL.

Seek assistance at the hospital of your choice, where you may receive treatment for injuries as well as tests that can provide evidence that may be crucial, should you decide to prosecute. Being treated at the hospital does not mean you have to press charges. The campus can help provide students information from the US Embassy Paris that lists hospitals and doctors in the Paris area who speak in English.

SEEK COUNSELING.

A trained counselor can assist you during this time of need, advise you of your options and provide you with support in pursuing them. For referral to a counselor, contact the Campus Director.

STUDENT CODE OF CONDUCT

The University publishes a *Student Code of Conduct* that is distributed to all students who live or attend classes on campus. It explains the rights and responsibilities of students to help maintain a safe and secure community. Students are advised to study and to abide by this code of conduct.

Violations are handled by an internal disciplinary process that is separate and apart from any criminal proceedings that may arise. The University's disciplinary process and criminal proceedings may impose sanctions independently and without collaboration or consultation. A student may be subject to suspension during the pendency of the investigation and disciplinary proceedings as deemed necessary and appropriate by the University. An individual found responsible for a violation of the student code of conduct may be subject to disciplinary sanctions including, but not limited to, fines, loss of residence hall privileges, probation, suspension, expulsion, or dismissal. An organization or individual, whether a student or not, that is found to have aided or abetted a violation may face the same sanctions as well as being banned from campus. A student found responsible for bringing a false accusation against a member of the campus community may be subject to the same disciplinary sanctions.

DRUG, ALCOHOL, AND SUBSTANCE ABUSE

The University publishes an *Alcohol- and Drug-Free Work Place and Campus* policy and distributes it to all students who live or attend classes on campus and employees. The University complies with the Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act Amendments of 1989.

- The possession, use manufacture or distribution of any illegal drug is prohibited on property owned or controlled by the University.
- The unlawful manufacture, distribution, dispensing, possession, or use of controlled substance is prohibited at the workplace or on the property Schiller International University or any premises leased or controlled by the university is prohibited.
- Reporting for work, attendance by a student at any class, or attendance by either a student or employee at any activity of the University under the influence of any controlled substance is prohibited.
- Violation of any of the prohibitions may result in immediate dismissal.
- Printed copies of the Alcohol and Drug-Free Work Place and Campus policy can be requested from the Campus Director or Human Resources.

ANNUAL FIRE SAFETY REPORT

The University endeavors to provide a safe environment for students, faculty, staff, and visitors. The objective of the campus fire safety program is to identify potentially hazardous conditions and to take appropriate action before a fire emergency occurs. This goal is met by:

- Conducting periodic review and revision of fire prevention policies;
- Conducting periodic fire drills;
- Promoting fire safety awareness for students and employees;
- Inspecting, testing, and maintaining fire protection systems;
- Performing plan review, code consultation, and acceptance testing on construction, capital improvement, and renovation projects; and
- Mitigating fire hazards by utilizing the information provided by regularly scheduled fire safety inspections performed by the State or other local fire safety authorities.

Schiller International University will continue to provide a safe environment by making improvements to the Emergency Notification System to assist with quicker response and evacuation times.

Procedures and Regulations

In the event of a fire, students are instructed to leave the building using the stairways only: Elevators should never be used. To ensure students know what to do, staff conduct fire drills as on a regular basis. These may be announced or unannounced.

Tampering with fire alarms, fire extinguishers, fire hoses, and smoke detectors is prohibited and may be punished with fines and probation, suspension, expulsion, dismissal, or being banned from campus. Causing a false alarm is similarly punishable.

Smoking and open flames, including candles, incense burners, and incense, are prohibited. All devices rated at more than 800 watts must be connected directly to a wall outlet or into an appropriately rated surge protector or power strip with integral circuit breaker. Students may not use lightweight extension cords or multiple-outlet plugs that lack surge protection. Open heating elements and electrical appliances that may pose a fire hazard are prohibited, including hot plates and electric or contact grills. Combustion engines, acids, automotive batteries, gasoline, diesel fuel, kerosene, and other flammable liquids are prohibited.

If a fire were to occur that poses a threat, notification procedures will be activated for the building and surrounding areas, as necessary. Students and employees are instructed to remain outside the affected building until given an "All Clear" notice by an authorized first responder.

FIRE SAFETY EDUCATION AND TRAINING

Faculty and Staff will receive fire safety training on an annual basis and are required to participate in all fire drills. Fire safety training will be provided by the Campus Safety Officer and/or designee.

ARSON

Paris Campus Fire Statistics			
	2015	2016	2017
Number of Fires	0	0	0
Fire Related Injuries	0	0	0
Number of Deaths	0	0	0
Value of Property Damage	0	0	0

There were zero incidents of arson in 2017, which is the required reporting period.