



2026 Annual Security and Fire Safety Report

(Crime Statistics for the Period from January 1, 2023 through December 31, 2025)

Published September 2026

TABLE OF CONTENTS

Contact Information and Emergency NLU Phone Numbers	3
Emergency Notification System... ..	4
Safety Report Overview	5
Policy for Reporting the Annual Disclosure of Crime Statistics	5
University Policies Related to Security and Public Safety:	
Policy on Student Right to Know and Campus Security Act	6
Notice of Availability of Annual Security Report	6
Reporting of Crimes or Perceived Policy Violations:	
Incident Reporting	7
General Procedures for Reporting a Crime or Emergency	7
Mandatory Reporting	7
Voluntary Reporting	8
University Incident Reporting Logs	8
Policy on Violence and Threats of Violence	8
Policy on Conceal and Carry	9
Bystander Intervention	9
Timely Warnings Policy & Procedure	10
Comprehensive Sexual Misconduct and Relationship Violence Policy	11
Sex Offender Information and Registration	26
Policy on Hazing, Bullying, and Cyber- Bullying	28
Access Policies	29
NLU Identification Card	29
Policy on NLU Property	30
Maintenance of Campus Facilities	30
Policy on Requests by Officials of the University	30
Policy on Violations of University Policy, Local, State, or Federal Laws	30
Policy on Student Conduct Process	31
Policy on Inspection, Search, and Seizure	34
University Programs Related to Safety and Security	34
Policy Statement – Campus Law Enforcement	35
Relationships with Local Law Enforcement	36
Emergency Response and Evacuation Procedures	36
Fire and Fire Safety	37
Fire Safety Procedures, Statistics, Reports, and Documentation	37
Missing Student Notification Policy and Procedures	38
Bias Response and Hate Crimes Reporting Policy	39
Smoking Ban	43
Policy on Controlled Substance	43
NLU Hazing Policy	46
Summary of Annual Three-Year Crime Report Statistics and Definitions of crimes	46
NLU Campus Hazing Transparency Report	49
Annual Fire Safety Report	61

CONTACT INFORMATION

The Following is the contact information for Key personnel dealing with safety and security at NLU:

Title IX Coordinator

TJ Martin
Assistant Dean of Students
(312) 261-3997
titleix@nl.edu

Vice President for Student Affairs

Aide' Acosta, Ph.D.
Dean of Students
312-261-3451
aacosta15@nl.edu

Vice President – Finance

Marty Mickey*
(312) 261-3050
mmickey@nl.edu

Director of Housing, Residence Life, and Auxiliary Services

TJ Martin
(312) 261-3997
tmartin26@nl.edu

Director of Student Conduct & Compliance

Craig Nance
cnance2@nl.edu
(312) 261-3253

Facilities Manager

James Fannin
(312) 261-3429
jfannin1@nl.edu

* Emergency Response Team Chair

All National Louis University (NLU or the University) students, employees, and guests should promptly report incidents of crime, suspicious activity, and emergencies as noted below:

- Imminent danger, fire, medical, or other related emergency: **Dial 911, and** then notify Facilities Management by **Dialing 999**. Afterwards, please complete an incident report. The incident report form can be found at: nl.edu/letusknow
- Non-emergent incident: Notify Facilities Management by **Dialing 999**. Afterwards, please complete an incident report. The incident report form can be found at: nl.edu/letusknow

Emergency NLU Phone Numbers at Each Campus are as Follows:

Chicago Main:	(312) 261-3333 or Ext. 3333	Building Manager:	Ext. 3429
Lisle:	(630) 874-4444 or Ext. 4444	Building Manager:	Ext. 4512
Wheeling:	(847) 947-5555 or Ext. 5555	Building Manager:	Ext. 2592
Tampa:	(813) 491-6125 or Ext. 6125		

Note: Extension 999 can also be dialed to obtain the Facilities Management department.

EMERGENCY NOTIFICATION SYSTEM

The University has an “NLU Emergency Notification Service” in place in which faculty, staff and students can sign up to be contacted in case of an emergency. Once registered, a person will be able to receive emergency messages from NLU in any or all of the following formats:

- Voice (any or all of: home phone, cell phone, work phone)
- Text message (via SMS text messaging)
- Email (using a personal email address of your choice)

Should an emergency ever arise, messages will be received in all of the formats signed up for. An individual can sign up to receive such messages through the following steps:

1. Log onto the portal at **MY.NL.EDU**
2. Click on the **My Services** tab
3. Click on the **NLU Self Service** tab
4. Click on the Personal Information tab
5. To View information click on the **View Address(es) and Phone(s)**
6. To Update information click on the **Update Address(es) and Phone(s)** (located under the View Address(es) and Phone(s) link
7. Click on **Current**. Below is a picture of the screen to update.

Addresses and Phones

Emergency Notification	Phones
Current: Aug 19, 2008 to (No end date)	Primary: 847-9471111
Address information not used Specify primary phone number and additional phone numbers	

8. To **Update** the Primary contact number enter that data in the screen below.
Note: Extensions are not supported!

Area Code: Phone Number: OR International Access Code and Phone Number:

Extension:

9. To **Insert or Update additional emergency contact numbers**, such as a business, or mobile or text number select the type and enter the number in the screen below.
Note: Extensions are not supported!

Phone Type	Area Code	Phone Number	Ext.	International Access Code and Phone Number	Unlisted	Delete
Text Number	123	1231234			☐	☐
Mobile Phone	223	2231234			☐	☐
Select					☐	☐
Select					☐	☐
Select					☐	☐

10. Then press the **submit button**

SAFETY REPORT OVERVIEW

Under the provisions of the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998," colleges and universities are required to annually publish and distribute information on campus security policies and campus crime statistics.

This document provides key security policies of the University and summarizes campus safety procedures. This document also reports the University's historical crime statistics for the three most recent calendar years: 2023, 2024, 2025. As evidenced by the statistical tables in this report, criminal activity at the University's campuses during those three years has been minimal.

Policies and procedures provided and/or summarized in this report are available:

- On the University's website: www.nl.edu/campus-safety
- In the [University Catalog](#) and the [Student Guidebook](#).
- Employees of the University may contact the [Human Resources Department](#) for specific information on policies related to Public Law 101-542, called the Campus Crime Awareness and Security Act of 1990.

POLICY FOR REPORTING THE ANNUAL DISCLOSURE OF CRIME STATISTICS

Campus Security prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The full text of this report can be located on our web site at www.nl.edu/campus-safety.

Each year, an e-mail notification is made to all enrolled students, faculty, and staff that provides the web site to access this report. Copies of the report may also be obtained at the Student Affairs or Facilities Management offices at any NLU campus. All prospective employees may obtain a copy from Human Resources by calling www.nl.edu/about/employment/, www.nl.edu/campus-safety 847-947-5215, or at www.nl.edu/about/employment/. All prospective students may view and/or print a copy from our web site at www.nl.edu/campus-safety

UNIVERSITY POLICIES RELATED TO SECURITY AND PUBLIC SAFETY

Policy on Student Right to Know and Campus Security Act

Overview - A federal law went into effect in 1990 entitled the Student Right to Know and Campus Security Act, Title II, Public Law 1012-542. Under the provisions of Title II of the act, known as the Campus Crime Awareness and Campus Security Act of 1990, colleges and universities are required to publish and distribute information on campus security policies and procedures and campus crime statistics.

Policy - NLU seeks to position and maintain its facilities in convenient, safe locations. This is a prime consideration the University considers when leasing and purchasing space. In addition, policies and safety procedures are established to ensure that the possibility of criminal offense is diminished and public safety is enhanced.

The Emergency Response Team (ERT) is charged with the regular review of, and adjustment to, all policies and practices related to public safety and security, including student and employee publications of related material. The University Catalog and Student Guidebook contain information and policies for students of the University in these areas. Through the guidance of the NLU Emergency Response Team, the University has taken various steps recently to improve safety including the installation of security monitoring cameras at each of the University campuses in an effort to better monitor and track activity.

Compliance - In addition to publishing and providing access to campus security policies and procedures as indicated in the above policy, and in compliance with this federal requirement, NLU annually collects information regarding any criminal offenses that have occurred at all University locations. The University publishes these campus crime statistics along with related information on campus security policies and procedures.

Notice of Availability of Annual Security Report - A full copy of NLU's Annual Security Report is produced for distribution from the Student Affairs or Facilities Management offices at each campus. This report includes statistics for the previous three years concerning reported crimes that occurred on-campus and on public property within, or immediately adjacent to and accessible from, the campus. The report also includes institutional policies concerning campus security, such as policies concerning sexual assault, and other matters. You can obtain a copy of this report from a.) any campus front desk, b.) Human Resources Department at Wheeling, or call (847) 947-5215 (prospective employees) or c). Accessing the following web site: www.nl.edu/campus-safety

REPORTING OF CRIMES OR PERCEIVED POLICY VIOLATIONS

Anyone within the University community who knows of, sees, or becomes aware of a violation of University policy-taking place is required to report that activity to either Campus Security or Facilities Management offices of the campus immediately at (312) 261-3333.

An incident report form and crisis intervention procedure is provided to assist with the handling and reporting of incidents at all locations. Criminal offenses should be reported to the local police immediately, as well as to a member of the Campus Security Department or Vice President of Student Affairs by calling (312) 261-3333 or via email at jfannin1@nl.edu

The contact information to reach University Campus Safety and Facilities Management staff is included on page 3 of this publication. The Campus Security personnel, or Facilities Managers, will initiate appropriate actions.

Incident Reporting

If anyone should know of or see a violation of University policy, local, state or federal law taking place, an Incident Report must be completed at nl.edu/letusknow. Additionally, incidents involving criminal offenses should be reported to the local police as well as to Campus Security at (312) 261-3333.

Reports will be handled with appropriate privacy protections and information will be shared only as necessary to respond to the report, meet University obligations, or comply with applicable law. Publicly available Clery records and disclosures will not include personally identifying information about victims.

General Procedures for Reporting a Crime or Emergency

Community members, students, faculty, staff and guests are encouraged to report all crimes and public safety related incidents to the University in a timely manner to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the community when appropriate. Incidents can be reported by either calling the Campus Security office by dialing 999 from any campus phone or by indicating the information on-line at the University's "Let Us Know" website by going to <http://www.nl.edu/legalpages/letusknow/>. At this website, faculty, staff and students can report any incident or make any comments for the University to consider.

Each report submitted through Let Us Know is reviewed by appropriate University officials and acknowledged as appropriate. NLU handles reports with appropriate privacy protections and shares information only as necessary to respond to the report, meet University obligations, protect the campus community, or comply with applicable law. Publicly available Clery records and disclosures do not include personally identifying information about victims. Individuals seeking confidential support should use the confidential resources identified in this report.

Students may also contact the Office of Student Affairs directly with any issue if they wish, or the Human Resources Office if reporting an incident involving University personnel.

If assistance is required from the local Police or Fire Department, please dial 911 to make an immediate request for assistance, followed by calling the Campus safety office at Ext. 999 from any campus phone.

Campus Security Authorities (CSAs) - For Clery Act purposes, a Campus Security Authority includes: (1) a campus police or security department; (2) individuals with responsibility for campus security; (3) any individual or organization designated by NLU as a place to report criminal

offenses; and (4) University officials with significant responsibility for student and campus activities, including student housing, student discipline, and campus judicial proceedings. CSAs must promptly report Clery-reportable crimes brought to their attention so the University can evaluate timely warning obligations and include applicable incidents in annual statistics.

NLU-designated CSAs include, as applicable, Campus Security personnel, Facilities Management staff with security responsibilities, Residence Life staff, Student Affairs officials, student conduct officials, and other officials designated by the University to receive crime reports.

- any listed Clery Act crime
- any situation judged to present a serious or ongoing threat to students and employees
- Pastoral and professional counselors, when acting within the scope of their counseling roles, are not Campus Security Authorities under the Clery Act. NLU encourages counselors, when appropriate and consistent with their professional obligations, to inform persons they are counseling of procedures for voluntarily reporting crimes for inclusion in the University's crime statistics.

Voluntary Reporting - If you are the victim of a crime and do not want to pursue action within the University System, the criminal justice system or through www.nl.edu/legal_pages/letusknow, you may still want to consider making a confidential voluntary report by discussing the matter with the Facilities Management office. The Facilities Management office can file a report on the details of the incident without revealing your identity. This can be done by campus at:

Chicago Main:	(312) 261-3333 or Ext. 3333	Building Manager:	Ext. 3429
Lisle:	(630) 874-4444 or Ext. 4444	Building Manager:	Ext. 4512
Wheeling:	(847) 947-5555 or Ext. 5555	Building Manager:	Ext. 2592
Tampa:	(813) 491-6125 or Ext. 6125		

University Incident Report Logs

NLU maintains, in accordance with the HEA, incident reporting through our Maxient database system. Report logs can be requested via Campus Security by calling 312-261-3333 or via email at jfannin1@nl.edu during normal business hours for review detailing the following:

Crime Statistics Log: All reportable crimes

Fire Safety Log: All fire safety incidents

General Incidents Log: All other NLU Incident reports (medical emergencies, non-reportable behavioral reports, etc.)

POLICY ON VIOLENCE AND THREATS OF VIOLENCE

NLU strives to maintain an environment that is free from intimidation, threats (direct or implied) or violent acts. The University maintains a zero tolerance policy for any violence on the University premises or in connection with the University's programs and activities. Violence includes physically harming another person or oneself, shoving, pushing, intimidation, coercion, making threats of violence or self-harm, as well as the carrying of or use of weapons. Violent behavior may include oral or written statements, gestures, social media exchanges, or expressions that communicate a direct or indirect threat of physical harm or intimidation. Any object, regardless of its nature or intended purpose, is considered a weapon when used in a threatening or violent manner.

Individuals who believe they have been the subject to any of the behaviors listed above or who observe or have knowledge of a violation of this policy must immediately report the incident. If the violence or threat is imminent, individuals should notify emergency personnel; if the violence or threat is not imminent, individuals should submit an Incident Report at nl.edu/letusknow. Anyone who threatens or displays violence on campus may be subject to immediate discharge without prior notice. Likewise, anyone found to have brought charges of violence by another University community member in bad faith will be considered in violation of this policy and therefore subject to immediate disciplinary action, up to and including expulsion. All threats of violence are considered credible and serious and will be thoroughly investigated. To the greatest extent possible, the confidentiality of an individual who reports a threat of violence will be maintained. Anyone who fails to report such threats may also be subject to disciplinary action under this policy.

POLICY ON CONCEAL AND CARRY

Illinois law permits individuals with an Illinois Firearm Owner's Identification card (which is already required to purchase guns or ammunition) to obtain a concealed carry permit, subject to various restrictions. This permit allows an individual to carry concealed firearms. Under the law, NLU has elected to ban concealed firearms from being carried on all campuses and this ban is demonstrated by posting signs at the entryways at all of our campuses. If anyone enters one of our campuses with a concealed firearm, they will be asked to leave immediately and one should call 911 if there are any issues. The University will not store firearms for a student, faculty, staff, guest or visitor while they are on campus.

Individuals that bring concealed weapons on campus can be charged with misdemeanors and have their permits suspended or revoked. Any local, state or federal employee who is also faculty, adjunct or a currently enrolled student may request an exception to the policy by contacting Campus Security at (312) 261-3333. If anyone who is not exempt from this prohibition is found to have a firearm in his/her possession, consequences include but are not limited to a charge of misdemeanors, permit suspension or revocation, immediate dismissal from employment and/or expulsion from the University.

BYSTANDER INTERVENTION

Bystander Intervention is a philosophy and strategy for prevention of various types of violence, including but not limited to bullying, sexual harassment, sexual assault, and intimate partner violence. We want to promote a culture of community accountability where each member of our community can contribute to providing a safe learning environment for all. Bystanders are not directly involved but have the choice to intervene, speak up, or do something about the violence. The goals of bystander intervention are to:

1. raise awareness of helping behaviors,
2. increase motivation to help,
3. develop skills and confidence when responding to problems or concerns and,
4. ensure the safety and well-being of self and others

If you or someone else is in immediate danger, dial 911. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt. The following is a summary of steps that can be taken in this regard:

- watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are okay.
- confront people who seclude, hit on, and try to make out with, or have sex with someone who is incapacitated.

- speak up when someone discusses plans to take sexual advantage of another person.
- believe someone who discloses sexual assault, abusive behavior or are experiencing stalking behaviors.
- don't joke about sexual assault; comments and jokes that are meant to "ease tension" or are "just kidding around" can trivialize the severity.
- refer peers to services on and off campus for support. Healthcare and confidential counseling resources can be found here: www.nl.edu/sexualrespectandTitleIX

TIMELY WARNINGS POLICY & PROCEDURE

In the event that a situation arises, either on or off campus, that, in the judgment of the Vice President of Student Affairs, Vice President of Finance & Dean of Students, constitutes an ongoing or continuing threat, a campus or system wide "timely warning" will be issued. The warning will be issued to students, faculty, and staff by the NLU Communications department via social media, emergency text alerts, and/or electronic communication.

Depending on the particular incident, especially in all situations that could pose an immediate threat to the community and individuals, the NLU Communications Department may also post a notice on the web site at <https://nl.edu/>.

Anyone with information warranting a timely warning should report the circumstances immediately either through the nl.edu/letusknow web site discussed above under "Reporting of Crimes or Perceived Policy Violations" or to Campus Security in Chicago, or the campus-based Facilities Office. The intent of the warning is to enable members of the University community to protect themselves.

The issuing of a timely warning is determined on a case-by-case basis in light of all the facts regarding an incident, including factors such as the nature of the incident, the continuing danger to the campus community and the possible risk of compromising law enforcement efforts. The Emergency Management Team (or a sub-group) will meet with appropriate personnel, and possibly with local and state law enforcement authorities, to discuss what is reasonable in terms of a timely reporting of a crime.

The following is a sample format of the notice.

Sample Timely Notice Format

In compliance with the "Timely Notice" provisions of the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998 the National Louis University Public Safety Office is giving notice of a (*describe event fully*).

REPORTED OFFENSE: (*describe offense and details as known – location, etc.*)

SUSPECTS: (*describe suspects if information available*)

DETAILS AS DETERMINED: (*Sample Message: "It can be assumed that conditions continue to exist that may pose a threat to members and guests of the community. It is the duty of the institution to warn of possible "dangerous conditions" on or near its campus, and at affiliate organizations off campus; an "affirmative duty" exists to warn persons associated with this university of possible peril at the hands of some third party or parties. Consider whether your presence at/ near this location while alone could place you in danger."*)

Please forward this notice to your colleagues and post it on appropriate bulletin boards in your area. If you have any information that might be helpful in this investigation, contact the Campus Security Specialist at (312) 261-3333 or jfannin1@nl.edu

COMPREHENSIVE SEXUAL MISCONDUCT AND RELATIONSHIP VIOLENCE POLICY

Sexual Misconduct and Relationship Violence Policy

National Louis University is committed to maintaining a learning environment for all students that supports educational advancement on the basis of academic performance. Sexual misconduct and relationship violence are not tolerated at National Louis University.

The University will respond to complaints, reports or information about incidents of sexual misconduct and relationship violence by stopping the prohibited conduct, eliminating hostile environments, taking steps to prevent the recurrence of prohibited conduct, and addressing its effects on campus or in any University programs and activities.

The purpose of this policy is to define prohibited conduct and describe the process for reporting violations of the policy, investigating alleged violations of policy, and identifying resources available to students who are involved in an incident of sexual misconduct or relationship violence.

Scope of Policy

This policy also confirms NLU's obligation to provide involved parties with concise information, written in plain language, concerning rights and options upon receiving a report of an alleged violation of this policy. A copy of NLU's University's notification of rights and options can be obtained by contacting the Title IX Coordinator or on nl.edu/sexualrespectandTitleIX

This policy applies to all members of the University community - faculty, staff, and students – regardless of gender, sexual orientation, or gender identity. Members of the University community shall not engage in sexual misconduct or relationship violence. Persons who do so are subject to disciplinary action, up to and including discharge for employees and dismissal for students. The University also prohibits sexual misconduct by third parties.

This policy applies to all forms of sexual misconduct and relationship violence committed by or against any member of the campus community when:

- The conduct occurs on campus;
- The conduct occurs off-campus in the context of University programs or activities, including but not limited to, graduate/professional programs, University- affiliated programs or events; and/or University housing.

Sex Discrimination

Title IX of the Educational Amendments of 1972 prohibits sex discrimination at institutions of higher education. The University prohibits gender discrimination in any of its programs or activities. Sexual harassment, sexual assault and other kinds of sexual violence, are forms of sex discrimination. This policy and its related procedures apply to complaints alleging all forms of sex discrimination (including sexual harassment, sexual assault, and sexual violence). For the purposes of this policy, references to sexual

misconduct include sexual and gender-based harassment, assault, and violence, including relationship violence.

Faculty and Staff Reporting Obligations

If any member of the NLU faculty or staff learns of sexual misconduct prohibited by this policy, they are obligated to immediately report that information to the Title IX Coordinator. Employees who receive information about sexual misconduct in a confidential relationship as defined in this policy, including Confidential Advisors and employees authorized to receive confidential disclosures, are not subject to this reporting obligation.

Definitions:

Complainant: an individual who is alleged to be the victim of conduct that could constitute sexual harassment, sexual misconduct, and/or relationship violence.

Reporting Party: A reporting party is an individual other than the complainant who files a report of sexual harassment, sexual misconduct, and/or relationship violence on behalf of or about events involving a complainant.

Respondent: The respondent is an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment, sexual misconduct, and/or relationship violence.

Standard of Evidence and Burden of Proof: The standard of evidence for determining whether an individual has violated this policy is the preponderance of the evidence standard. The burden of proof and the burden of gathering evidence sufficient to reach a determination regarding responsibility rests on the University, not the parties. A respondent will be presumed not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.

Roles and Responsibilities:

Advisor: All parties may be accompanied by one (1) Advisor of their choice, and this individual can be selected at any stage in the grievance process. The Advisor may assist a party through the Title IX process, including providing support and guidance, but will not be allowed to interfere with the investigation of a complaint. The Advisor will have access to the investigative report and all collected evidence and is responsible for any cross-examination or questions during the hearing. If a party does not have an Advisor, one will be provided by the institution. The contact information for each advisor who will appear at a hearing needs to be provided to the Title IX Coordinator by the complainant or the respondent at least five business days prior to the start of the hearing.

Confidential Advisor: A Confidential Advisor is available as an additional resource to complainants as an informed, supportive professional who can assist the complainant throughout the investigative and hearing processes. The Confidential Advisor can refer parties to resources or services for survivors of sexual misconduct as well as liaise with on-campus administrators and law enforcement. The Confidential Advisor is an available resource to the complainant with or without a formal complaint. A respondent also may have access to a Confidential Advisor upon request.

Formal Process Decision-Maker(s): The hearing board members will operate as the formal process decision-makers and are responsible for facilitating the hearing following a formal complaint and investigation. The formal process decision-makers facilitate the hearing to ensure that each party's Advisor has an opportunity to cross-examine and ask relevant questions and follow-up questions during a hearing. The formal process decision-makers hold sole authority to make determinations regarding whether a question is relevant. The formal process decision-makers are responsible for leading the hearing board during a hearing and deliberation and are responsible for issuing a written determination to both parties that includes findings, responsibility, rationale for the decision and sanctions. The hearing board members may designate one member of the hearing board to serve as a hearing administrator tasked with facilitating the conduct of the hearing and managing hearing procedures.

Appeal Officer: The Appeal Officer is responsible for reviewing all submitted appeals in accordance with the procedures outlined within this policy. The Appeal Officer will be an individual other than the Title IX Coordinator, investigator or formal process decision-maker(s).

Title IX Coordinator: The University's Title IX Coordinator is responsible for the University's compliance with federal and state laws and University policies and procedures regarding gender discrimination, harassment, relationship violence, stalking, and other forms of sexual misconduct. The Title IX Coordinator is responsible for investigating all allegations of prohibited discrimination and harassment, relationship violence, stalking, and sexual misconduct, and provides training to recognize and prevent such incidents. The Title IX Coordinator also collaborates with other campus offices to encourage best practices to promote a culture of inclusion. The Title IX Coordinator is available to advise any individual, including the complainant and the respondent about University and community resources and reporting options and is available to assist any University employee regarding how to respond appropriately to a report of sexual misconduct or relationship violence. The Title IX Coordinator conducts the investigation of complaints alleging that University employees have engaged in conduct prohibited by this policy and other University policies that prohibit sexual harassment. The Title IX Coordinator also may delegate investigations to other appropriately trained NLU personnel or third parties.

Contact Information

TJ Martin, Title IX Coordinator

email: tmartin26@nl.edu

phone: (312) 261-3997

File an incident report at nl.edu/letusknow

Resources nl.edu/sexualrespectandtitleix

Prohibited Conduct

Relationship Violence and Sexual Misconduct: "Relationship violence" and "sexual misconduct" are broad terms that encompass sexual harassment, sexual violence, domestic violence, dating violence, and stalking. Definitions for each of these terms are provided below.

Sexual Harassment: Sexual Harassment refers to conduct on the basis of sex that satisfies one or more of the following:

1. An individual conditioning the provision of aid, benefit, or service in exchange for an individual's participation in unwelcome sexual conduct
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to an educational program or activity; or
3. Sexual assault, dating violence, domestic violence or stalking as defined below.

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. where the existence of such a relationship shall be determined based on the following factors:
 - a. The length of the relationship
 - b. The type of relationship
 - c. The frequency of interaction between persons involved in the relationship.

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

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

1. fear for their safety or the safety of others; or
2. suffer substantial emotional distress.

Sexual Assault: Refers to an offense that is classified as either forcible or non-forcible sex offenses under the uniform reporting system of the FBI. Expanded definitions can be found below.

Sex Offenses, Forcible: Any sexual act directed against another person, forcibly or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

Forcible Rape is the carnal knowledge of a person, forcibly and/or against that person's will; or 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* is oral or anal sexual intercourse with another person, forcibly or against that person's will or 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* is the use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly or against that person's will; or 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* is the touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against the person's will or where the victim is incapable of giving consent because of his/her youth or his/her temporary or permanent mental incapacity.

Sex Offenses, Non-forcible: Unlawful, non-forcible sexual intercourse.

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

Retaliation: Persons who report sexual misconduct or relationship violence, file a complaint or participate in the University's investigation and handling of such reports or complaints, shall not be subject to retaliation (including retaliatory harassment) for reporting or participating, even if the University finds that the policy was not violated using the preponderance of the evidence standard.

Retaliation is defined as an adverse action or adverse treatment against an individual involved in an investigation by an individual who knew of the individual's participation in the investigation.

No one may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX because an individual has made a report or complaint, testified, assisted, participated or refused to participate in any manner in an investigation, proceeding, or hearing under this part.

If a complainant or witness believes that she or he is being subjected to retaliation (including retaliatory harassment), she or he should promptly contact the Title IX Coordinator. The University will take strong responsive action if retaliation occurs.

Individuals who engage in retaliation in violation of this policy are subject to the full range of sanctions that can be imposed against them under applicable policies, including termination of employment or administrative withdrawal from the University.

Consent

Consent means the voluntary, willful, unambiguous and freely given agreement to engage in a specific sexual activity during a sexual encounter. Consent cannot be given by someone who is:

- Under 18 years of age;
- Sleeping or unconscious;
- Unconscious, unaware, or otherwise mentally or physically incapacitated due to the use of drugs or alcohol ("incapacitated");
- Unable to understand the nature of the sexual activity due to a mental disability or condition ("mentally incapable"); or
- Under duress, threat, deception, coercion, misuse of professional authority/status, or force.

Consent must be clear and communicated by mutually understandable words or actions. Silence, passivity, or the absence of physical or verbal resistance, (for example, the absence of a verbal "no" or "stop") does not constitute consent, and relying solely on non-verbal communications may result in a violation of this policy. A person's manner of dress does not constitute consent. It is important not to make assumptions

when determining consent. If confusion or ambiguity arises during a sexual interaction, it is essential that each participant stops and verbally clarifies the other's willingness to continue. Prior consent does not imply current consent or future consent; even in the context of a prior or current relationship, consent must be sought and freely given for each instance of sexual contact.

Consent to any one form of sexual activity does not constitute consent to other forms of sexual activity. Consent can be withdrawn at any time during a sexual encounter. Consent to engage in sexual activity with one person does not imply consent to engage in sexual activity with another.

Incapacitation

Incapacitation is a state where an individual cannot consent to make an informed and rational decision to engage in sexual activity because the individual lacks conscious knowledge of the nature of the act (e.g., to understand the "who, what, where, when, why or how" of the sexual interaction) and/or is physically helpless. An individual is also considered incapacitated, and therefore unable to give consent, when asleep, unconscious, or otherwise unaware that sexual activity is occurring.

Incapacitation may result from the use of alcohol and/or other drugs. Consumption of alcohol or other drugs, inebriation or intoxication are insufficient to establish incapacitation. The impact of alcohol and drugs varies from person to person, and evaluating incapacitation requires an assessment of how the consumption of alcohol and/or drugs impacts an individual's:

- decision making ability;
- awareness of consequences;
- ability to make informed judgments; or
- capacity to appreciate the nature and circumstances of the act.

Evaluating incapacitation also requires an assessment of whether a respondent knew or should have known that the complainant was incapacitated when viewed from the position of a sober, reasonable person.

In general, sexual contact while under the influence of alcohol or other drugs poses a risk to all parties. Alcohol and drugs impair a person's decision-making capacity, awareness of the consequences, and ability to make informed judgments. It is especially important, therefore, that anyone engaging in sexual activity be aware of the other person's level of intoxication. If there is any doubt as to the level or extent of the other person's intoxication or impairment, the prudent course of action is to forgo or cease any sexual contact or activity.

Signs of incapacitation may include:

- | | |
|------------------------------|-----------------------------|
| - Slurred speech | - Bloodshot eyes |
| - Smell of alcohol on breath | - Clumsiness |
| - Inability to focus | - Confusion |
| - Shaky balance | - Stumbling or falling down |
| - Vomiting | - Poor judgment |

- Difficulty concentrating
- Outrageous or unusual behavior
- Combativeness or emotional volatility
- Unconsciousness

Being intoxicated or impaired by drugs or alcohol is never an excuse for misconduct and does not diminish one's responsibility to obtain consent.

Medical Care and Crisis Center Services

The University has established formal partnerships with local sexual assault and domestic violence crisis centers near each NLU Campus. These centers provide confidential services for a range of sexual misconduct and relationship violence issues and have agreed to work with NLU to serve members of the NLU community.

The following centers are available to NLU students:

Chicago	Mujeres Latinas en Accion • 312.738.5358 mujereslatinasenaccion.org
Lisle	Family Shelter Service • 630.469.5650 • familyshelterservice.org
Wheeling	Northwest CASA • 888.802.8890 • nwcasa.org
Florida	The Spring of Tampa Bay Hotline 813.275.SAFE (7233) • thespring.org

Additionally, there are many local health care sites that can provide treatment for injuries or sexually transmitted diseases, as well as perform rape kits in order to preserve evidence should an individual want to pursue criminal charges at a later point.

Several of these resources staff Sexual Assault Nurse Examiners (SANE) who hold specialized training in providing rape kits in a victim-sensitive manner.

The following medical facilities are nearest to each campus of NLU. The facilities nearest to NLU's Illinois campuses may provide medical forensic examinations at no cost pursuant to the Illinois Sexual Assault Survivors Emergency Treatment Act.

Chicago	Northwestern Memorial Hospital 251 E Huron St., Chicago, IL 60611 312. 926.2000
Lisle	Advocate Good Samaritan Hospital 3815 Highland Ave., Downers Grove, IL 60515 630.275.5900
Wheeling	Glenbrook Hospital 2100 Pfingsten Rd., Glenview, IL 60026 847.657.5800

Florida

Tampa General Hospital
1 Tampa General Cir., Tampa, FL 33606 813.844.7000

For more information on ways to receive immediate assistance after an incident, please visit nl.edu/sexualrespectandTitleIX.

The University also encourages individuals who have been sexually assaulted to undergo a health assessment by a Sexual Assault Nurse Examiner (SANE) as soon as possible. A SANE is a registered nurse specially trained to provide care to sexual assault patients. The SANE conducts medical forensic examinations and can serve as an expert witness in a court of law. If you decide to have a SANE exam, you can choose whether or not to make a police report.

Preservation of Evidence

Whether a complainant files a complaint under this policy or with a local law enforcement agency, any person who has experienced sexual misconduct, and in particular persons who have experienced sexual or relationship violence or sexual assault, should preserve to the extent possible any evidence that may assist investigators in determining whether the alleged misconduct occurred or might be relevant to the issuance of an order or protection. Actions to preserve evidence include, but are not limited to, the following:

- Do not dispose of, or destroy or alter any physical evidence, including clothing.
- If you suspect that a drink has been drugged or tampered with, inform a medical care provider or law enforcement official immediately so they can attempt to collect physical evidence, including the drink and urine or blood samples.
- Preserve any electronic communications related to the misconduct, including voice mail messages, text messages, emails, instant messages, social media pages, digital photographs or videos, etc.

If you need any assistance in preserving evidence related to the misconduct, you should contact emergency medical personnel, law enforcement and/or the Title IX Coordinator.

Appointment of Confidential Advisor and Victim Support

Pursuant to the Illinois Preventing Sexual Violence in Higher Education Act, survivors of sexual violence have access to Confidential Advisors who can provide emergency and ongoing support to survivors of violence. Under the act, “sexual violence” means physical sexual acts attempted or perpetrated against a person’s will or when a person is incapable of giving consent, including without limitation rape, sexual assault, sexual battery, sexual abuse, and sexual coercion. A survivor of sexual violence is a student who has experienced sexual violence, domestic violence, dating violence or stalking while enrolled at NLU. NLU, however, provides access to Confidential Advisors who are authorized and trained to provide the following services:

- Inform the complainant of the complainant’s choice of possible next steps regarding the complainant’s reporting options and possible outcomes, including without limitation reporting pursuant to this policy and notifying local law enforcement.
- Notify the complainant of resources and services for survivors of sexual violence, including, but not limited to, student services available on campus and through community-based resources, including without limitation sexual assault crisis centers, medical treatment facilities, counselling services, legal resources, medical forensic services, and mental health services.

- Inform the complainant of the complainant's rights and NLU's responsibilities regarding orders of protection, no contact orders, or similar lawful orders issued by NLU or a criminal or civil court.
- Provide confidential services to and have privileged, confidential communications with complainant in accordance with Illinois law,
- Upon the complainant's request and as appropriate, liaise with campus officials, community-based sexual assault crisis centers, or local law enforcement and, if requested, assist the complainant with contracting and reporting to campus officials or local law enforcement.
- Upon the complainant's request, liaise with the necessary campus authorities to secure interim protective measures and accommodations for the complainant.

NLU's Confidential Advisor is as follows:

For an updated list of Confidential Advisor agencies, please consult NLU's website at nl.edu/sexualrespectandTitleIX or contact the Title IX Coordinator at titleix@nl.edu 312.261.3997.

The same services are available to a respondent upon request.

Counseling

In addition to the services described above, the University also can provide counseling referrals and resources to complainants, respondents and other individuals affected by an incident of sexual misconduct or relationship violence. Students seeking counseling referrals for licensed mental health professionals should contact the Office of Student Engagement at 888.658.8632 x3568 or email counseling@nl.edu.

Employees may access counseling services through the Employee Assistance Program (EAP) at 800.456.6327 or access wellness resources at www.perspectivesltd.com.

Academic Accommodations

Immediately following a reported incident and while investigation is ongoing, the University reserves the right to take whatever measures it deems necessary to protect a student's rights and personal safety. These efforts may include changes to academic, living, dining, transportation, and working situations, obtaining and enforcing impact course/work schedules, class assignments, presence on NLU campuses and other measures.

Grievance Process

The grievance process includes procedures for filing complaints and conducting investigations, hearings and appeals. The grievance process treats complainants and respondents equitably, requires an objective evaluation of all relevant evidence and requires that individuals involved in the process including the Title IX Coordinator, investigators, decision-maker(s) and appeal officer(s) do not have a conflict of interest or bias for or against any party.

Reporting Sexual Misconduct or Relationship Violence

1. titleix@nl.edu A complainant or other reporting party has the right to make a formal complaint to the NLU Title IX Coordinator, TJ Martin in person, by email or by phone. NLU's Title IX Coordinator, TJ Martin, titleix@nl.edu at 312.261.3997.
2. A complainant or other reporting party has the right to file a written formal complaint making the University aware of a sexual misconduct incident by submitting an incident report at nl.edu/letusknow.
3. Complainants may pursue a formal resolution as well as a criminal complaint.

The University can most effectively investigate and respond to allegations of sexual misconduct or relationship violence if the complaint is made as promptly as possible after the alleged violence or misconduct occurs. The University does not, however, limit the time frame for reporting. If the respondent is not a member of the NLU community at the time of the report, the University will still seek to meet its legal obligations by providing reasonably available support for all parties, but its ability to investigate and/or take action may be limited. The University will, however, assist a complainant in identifying external reporting options. A formal complaint affords the University an opportunity to conduct an investigation and exercise other options set forth in this policy.

Disclosures to Responsible Employees — Most University officials are considered Responsible Employees, which means they are required to report to the Title IX Coordinator all details shared with them regarding incidents of sexual misconduct or relationship violence. To ensure a prompt response to a complaint, the University strongly encourages students to submit reports directly to the Title IX Coordinator through nl.edu/letusknow.

If a student reports to a Responsible Employee, that employee is obligated to submit the student's report to the Title IX Coordinator via nl.edu/letusknow.

Confidential Disclosures — A complainant or witness who wishes to keep the incident completely confidential can speak to someone at a local crisis and support center or contact the University Confidential Advisor. Any information shared with an advocate or counselor at these agencies will not be shared or discussed with NLU officials and will not constitute a complaint or formal report. For a complete list of fully confidential sources where NLU has established a formal partnership please see nl.edu/sexualrespectandTitleIX.

Reporting Incidents to Law Enforcement Agencies

Whether or not a complainant chooses to make an official report to the Title IX Coordinator or law enforcement, he or she is encouraged to seek appropriate help, which includes medical attention, obtaining information, support and counseling. The University cannot file a criminal complaint on behalf of the student. The complainant must make this decision and initiate this complaint with the local police department.

Criminal Complaints — In addition to violating University policy, sexual misconduct and relationship violence may also constitute criminal activity. Every victim of sexual misconduct maintains the personal right to file criminal charges with the appropriate local law enforcement agency in addition to or instead of filing an Incident Report with the Title IX Coordinator. The chances of a successful criminal investigation are greatly enhanced if evidence is collected and maintained immediately by law enforcement officers. Victims may discuss the matter with a law enforcement officer without making a formal criminal complaint

or a formal University complaint. The Confidential Advisor is available to assist complainants in reporting a crime of sexual misconduct to law enforcement.

Chicago	Chicago Police Department 1718 South State St Chicago, IL 60616 Non-emergency: 312.745.4290
Lisle	Lisle Police Department 5040 Lincoln Ave Lisle, IL 60532 Non-emergency: 630.271.4200
Wheeling	Wheeling Police Department 1 Community Blvd Wheeling, IL 60090 Non-emergency: 847.459.2632
Florida	Tampa Police Department 411 N. Franklin St Tampa, FL 33602 Non-emergency: 813.276.3200

No Contact Orders — Victims of domestic violence, sexual assault or stalking also have the right to obtain an Order of Protection or No Contact Order through the county court where either the complainant or respondent resides, or the county in which the allegations occurred.

Formal Complaint

A formal complaint is a document that is filed by a complainant or signed by the Title IX Coordinator alleging that sexual misconduct has occurred and requesting an investigation into the alleged conduct. This formal complaint may be filed via nl.edu/letusknow or personally delivered or mailed to the Title IX Coordinator. A formal complaint must contain the complainant's physical or digital signature, with the exception of when the Title IX Coordinator signs a formal complaint. Upon receipt of a formal complaint, the Title IX Coordinator will begin an investigation or take other appropriate actions. Some complaints can be dismissed or transferred to another investigative process depending on the allegations. Complaints also can be consolidated into one single process/case.

Standard of Evidence

Findings of responsibility will be evaluated using the preponderance of evidence standard. A preponderance of evidence has been described as evidence showing it is more likely than not that the respondent is responsible for the alleged conduct.

Investigation Process

Upon receipt of a formal complaint the following procedure will be followed:

1. The Title IX Coordinator will review the information presented in the complaint and make an evaluation regarding whether the reported conduct meets the definition with the prohibited conduct of this policy

2. The Title IX Coordinator will notify all involved parties of the complaint and information related to the allegations in the complaint. The notice also will include a description of the grievance process, a statement that the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility will be made at the conclusion of the grievance process. The notice also will inform the parties that they may be assisted by an advisor of their choice during the grievance process and other provisions required by law.
3. The Title IX Coordinator will provide supportive measures to both parties as needed and requested by the parties.
4. The Title IX Coordinator will meet separately with the complainant, respondent and interview any additional witnesses to collect and compile all available evidence.
5. All parties will have an opportunity to submit physical evidence such as documents, emails, photographs, video and audio recordings, messages and any other available evidence.
6. When applicable, the Title IX Coordinator will cooperate with law enforcement.
7. Upon completion of an investigation, the Title IX Coordinator will issue an investigative report summarizing relevant evidence and, at least ten (10) days prior to a hearing, send the report to each party and the party's advisor, if any.

Hearing Process

After receipt and review of the investigative report, a live hearing will take place as soon as is practicable to determine the findings and resolution of the complaint. The hearing board will be composed of three individuals: a faculty member, a staff member and an individual who may be a member of the faculty or staff. The hearing board may designate one of its members to serve a hearing administrator tasked with facilitating the conduct of the hearing.

1. NLU reserves the right to establish procedures for the conduct of hearings. If such procedures are developed, NLU will make them available to the parties in advance of the hearing.
2. NLU reserves the right to conduct hearings virtually with technology that enables participants simultaneously to see and hear each other. At the request of either party, NLU will provide the live hearing to occur with the parties located in separate rooms with technology enabling the hearing board and parties to simultaneously see and hear the parties and/or witnesses answering questions.
3. NLU will create an audio or audiovisual recording or transcript of the hearing and make it available to the parties for inspection and review.
4. Advisors are allowed to ask relevant cross-examination and other questions of a party or a witness, but before a party or witness answers the question, the hearing board must first determine whether the question is relevant and explain any decision to exclude a question as not relevant.
5. At the conclusion of the hearing, the Hearing Board will determine responsibility and any sanctions if respondent is found responsible.
6. The Hearing Board decision will be sent by the Hearing Officer to all involved parties and their advisors within seven business days of the hearing. The determination will outline findings and facts used to determine the finding as well as any accompanying sanctions.

Range of Disciplinary Sanctions and Remedies

The following sanctions may be imposed upon students found responsible for violations of this policy:

1. Reprimand: an official rebuke that makes the misconduct a matter of record.
2. Warning: verbal or written notice that the behavior has been inappropriate. May be considered part of a student's conduct record in future student conduct action.
3. Restriction: limitation of a student's privileges or freedom.
4. Probation: a period during which continued enrollment is conditioned upon continued cooperation. Suspension may occur should another violation takes place.
5. Suspension: a temporary separation from the University.
6. Dismissal: a permanent separation from the University.
7. Other: at the discretion of the hearing body or a senior administrator of the University.

Note: Sanction #6 shall be imposed only by the President.

Range of Disciplinary Sanctions and Remedies for Staff & Faculty

The following sanctions may be imposed upon employees found responsible for violations of this policy:

1. Documentation: incident is documented and kept on file with Human Resources. May be added to the employee file and may be used as evidence in the event of further violations of this policy.
2. Warning: verbal or written notice that the behavior has been inappropriate and is documented in the employee's file. May be considered part of the employee's conduct record in future employee conduct violations.
3. Final Warning: a period during which continued employment is conditioned upon continued cooperation. Depending on the severity of the infraction, this warning period may be upheld for remainder of employment with the university.
4. Termination: termination of employment from the University.
5. Other: at the discretion of the hearing body, Human Resources, or a senior administrator of the University.

Appeals Process

1. Both the complainant and respondent have a right to appeal for one of the following grounds:
 - a. A procedural irregularity that affected the outcome of the matter;
 - b. New evidence that could affect the outcome of the matter and was not reasonably available at the time the determination regarding responsibility or dismissal was made.
 - c. The Title IX Coordinator, investigator or decision-maker(s) had a conflict of interest or bias that affected the outcome of the matter.
 - d. The sanction is disproportionate with the violation
2. These appeals should be made in writing, within five (5) business days of receipt of the outcome.
3. Appeals will be reviewed by individuals independent of the investigative and hearing processes.
 - a. Student appeals will be reviewed by the Vice President of Student Affairs and Dean of Students when the respondent is a student,
 - b. Employee appeals will be reviewed by the Vice President of Human Resources when the respondent is an employee.
2. Appeal decisions will be rendered within five (5) business days.
3. All decisions made upon an appeal are final.

Procedures for Faculty

If the respondent is a tenured member of the NLU faculty and the Investigative Body established in the National Louis University Policy for Termination of Tenured Faculty for Cause, FP 115, determines there is not sufficient evidence to refer the Complaint for investigation by the Investigative Panel, the complainant may file an appeal to the Investigative Panel by submitting the appeal in writing to the Vice President for Human Resources or designee. Upon receiving the appeal, the Investigative Panel will review the appeal and the record submitted by the Investigative Body and determine whether further investigation is warranted. The Investigative Panel will notify the complainant and the respondent of its final determination, including the results of any investigation it conducts regarding the complaint.

Other Provisions:**Requests for Confidentiality or Anonymity**

While steps are taken to protect privacy and empower parties to pursue their chosen course of action, the University may be legally required to investigate an incident and take action to ensure the safety of the parties and the NLU community, whether or not a complainant chooses to pursue a complaint. In cases indicating pattern, predation, threat, weapons and/or violence, the University will likely be unable to honor a request for confidentiality. In cases where the complainant requests confidentiality and the circumstances allow the University to honor that request, the University will offer interim support and remedies to the parties and the community, but will not otherwise pursue an investigation and adjudication.

Formal reporting still affords privacy to involved parties, and only necessary individuals involved in the formal resolution process or University administrators will be notified as deemed necessary by the Title IX Coordinator. Notification of a report may include but may not be limited to: Title IX Coordinator, Student Conduct Officer, CARE case management team, Human Resources, University Leadership, and security personnel if needed. The circle of people with this knowledge will be kept as tight as possible in order to preserve all involved parties' rights and privacy.

Reports from Witnesses and Bystander Intervention

Students, employees and third parties who witness acts of sexual misconduct or relationship violence perpetrated by a member of the University community (faculty, staff or student) or occurring during a University program or event or on University property are strongly encouraged to report the misconduct to the Title IX Coordinator.

The University encourages all witnesses of sexual misconduct or relationship violence to engage in bystander intervention when safe to do so. As explained on the notalone.gov website, “the bystander role includes interrupting situations that could lead to assault before it happens or during an incident; speaking out against social norms that support sexual assault, domestic violence, dating violence, and stalking; and having skills to be an effective and supportive ally to survivors.”

Amnesty for Drug or Alcohol Possession and Consumption Violations

The University encourages students to report all incidents of sexual misconduct or relationship violence. Therefore, students who in good faith report sexual misconduct or relationship violence or other violations of this policy will not be disciplined by the University for student conduct violations such as underage

drinking and misuse of alcohol, unless NLU determines that the violation was egregious, including without limitation, actions that place the health or safety of another person at risk.

Sexual Misconduct and Relationship Violence by Third Parties

The University prohibits relationship violence and sexual misconduct by third parties towards members of the University community when the third party has been brought into contact with a member of the University community through a University program or activity. Although individuals who are not students or employees of the University are not subject to discipline under the University's internal processes, the University will take prompt, corrective action to eliminate relationship violence and sexual misconduct and prevent its recurrence in those circumstances.

If a University student or employee believes that they have experienced sexual misconduct or relationship violence in a University program or activity by an individual who is not a University employee or student, the student or employee should report the conduct to the Title IX Coordinator and the administrator (e.g., supervisor, department chair, or dean) responsible for that program or activity.

Alternate Options for Resolution of Complaints

Students who believe they are a victim of sex-based discrimination in an educational program may file a complaint under Title IX with the regional enforcement office of the Office for Civil Rights, U.S. Department of Education at the following address:

Illinois Office for Civil Rights, Chicago Office
U.S. Department of Education
Citigroup Center 500 W. Madison Street, Suite 1475 Chicago, IL 60661-4544
Phone 312.730.1560 • Fax 312.730.1576
OCR.Chicago@ed.gov

Florida Office for Civil Rights, Atlanta Office
U.S. Department of Education
61 Forsyth Street S.W., Suite 19T10 Atlanta, GA 30303-8927
Phone 404.974.9406 • Fax 404.974.9471
OCR.Atlanta@ed.gov

Relationship between Human Resources and the Title IX Coordinator

The process for conducting investigations of complaints against respondents who are University employees is the same as the process for investigating complaints against students. Where faculty and staff are involved, all parties must go through the formal resolution process outlined earlier in this policy. The Title IX Coordinator has primary responsibility for investigations of complaints against employees and the Associate Director of Human Resources will act as the Hearing Officer in cases where an employee is the respondent. Employee appeals will be reviewed by the Vice President of Human Resources as outlined above.

Relationship between Law Enforcement Investigations and Internal Investigations

Law enforcement agencies investigate to determine whether there has been a violation of criminal laws. The Title IX Coordinator investigates to determine whether there has been a violation of University policy.

The investigations proceed concurrently, and the outcome of one investigation does not determine the outcome of the other investigation.

Occasionally, the Title IX Coordinator may need to briefly suspend the investigation at the request of law enforcement while the police are in the process of gathering evidence. The Title IX Coordinator will maintain regular contact with law enforcement to determine when it may complete its investigation. Even if the Title IX Coordinator's investigation is briefly suspended, the University will nevertheless communicate with the complainant regarding his/her rights, procedural options, and the implementation of appropriate interim measures to assist and protect the safety of the complainant and the campus community and to prevent retaliation. The Title IX Coordinator will promptly resume his or her investigation as soon as notified by the police department that it has completed its evidence gathering process, or sooner if the University determines that the evidence gathering process will be lengthy or delayed.

SEX OFFENDER INFORMATION and REGISTRATION

NLU considers the protection of our community to be a matter of significant importance and intends to keep the community informed about sex offenders. The Victims of Trafficking and Violence Prevention Act of 2000 requires colleges and universities to inform students and employees about how to learn the identity of registered sex offenders on or near campus. This protocol is updated to comply with the Campus Sex Crimes Prevention Act, which took effect in October 2002.

Sex Offender Searches

Sex offender information is compiled and maintained by each state. For NLU campuses in:

Illinois - The Illinois State Police maintains a website that allows searching their sex offender database online by city, county, or zip code. This database can be found at www.isp.state.il.us/sor. The NLU Illinois campuses are located in the following jurisdictions:

- Chicago: Cook County, zip code 60603
- Lisle: DuPage County, zip code 60532
- Wheeling: Cook County, zip code 60090

Florida - The Florida Department of Law Enforcement maintains a website that allows searching their sex offender database online by offender name, address/zip code, University (to see offenders enrolled or employed at), or email address. This database can be found at <https://offender.fdle.state.fl.us/offender/Search.jsp>.

The NLU Florida Regional Center is located at 6550 Hillsborough Ave. Tampa, FL 33634.

NLU will also maintain records of all sex offender students, employees and faculty members registered with the University. This information will be available for review by any person requesting information on registered sex offenders enrolled at or employed by the University.

Sex Offender Registration

The University complies with Campus Sex Crimes Prevention Act and Illinois Sex Offender Registration Act

(730 ILCS 150). Pursuant to this Act, individuals are required to register as a sex offender with law enforcement agencies in the jurisdiction where their residence is located and in the jurisdiction where the college or university they attend is located, as well as registering with the college or university. Students who fail to register their status as a sex offender will face Student Conduct action for falsifying University records. Employees who fail to register their status as a sex offender will face employment action through the Office of Human Resources. The University may also contact local law enforcement authorities and offenders may face arrest.

If you are a student: You must, within three (3) business days of registration at NLU, notify in person the law enforcement agency of the jurisdiction in which you reside and the law enforcement agency of the jurisdiction where you are enrolled at NLU. You must also register with the NLU Student Conduct Officer by completing the Sex Offender Registration Form on line at www.nl.edu/sorf within the three (3) business day period. You will be contacted for follow up once your form is received.

If you are an employee: You must, within three (3) business days of the first day of employment at NLU, notify in person the law enforcement agency of the jurisdiction in which you reside and the law enforcement agency of the jurisdiction where you are employed at NLU. You must also register with the NLU Office of Human Resources completing the Sex Offender Registration Form on line at www.nl.edu/sorf within the three (3) business day period. You will be contacted for follow up once your form is received.

If you are already enrolled at/employed by NLU at the time you become required to register as a sex offender, you must, within three (3) business days of the registration requirement, notify in person the law enforcement agency of the jurisdiction in which you reside and the law enforcement agency of jurisdiction where you are enrolled at/are employed by NLU. You must also register with NLU by completing the Sex Offender Registration Form on line at www.nl.edu/sorf within the three (3) business day period. You will be contacted for follow up once your form is received.

You must, within three (3) business days of changing your enrollment status/employment at NLU (commencement, termination, etc.) notify in person the law enforcement agency of the jurisdiction in which you reside and the law enforcement agency of the jurisdiction where you are enrolled at/are employed by NLU. You must also update your registration with NLU by completing and submitting the Sex Offender Registration Form on line at www.nl.edu/sorf within the three (3) business day period. You will be contacted for follow up once your form is received.

You must renew your registration annually in person with the law enforcement agency of the jurisdiction in which you reside and the law enforcement agency of the jurisdiction where you are enrolled at/are employed by NLU. You must also renew your registration with NLU by completing and submitting the Sex Offender Registration Form on line at www.nl.edu/sorf within the three (3) business day period. You will be contacted for follow up once your form is received. This renewal form should be submitted within one year from the date of your most recent registration and should be repeated annually until you complete your registration requirement.

POLICY ON HAZING, BULLYING AND CYBER-BULLYING

In accordance with Illinois law, NLU strictly prohibits the practice of hazing, bullying or cyber-bullying of any students by any other students or groups of students. Conduct that would actively or passively support acts of bullying, hazing or cyber-bullying will not be tolerated.

For purposes of University policy and Clery Act reporting, hazing includes any intentional, knowing, or reckless act committed by a person, whether individually or in concert with others, against another person, regardless of that person's willingness to participate, that occurs in connection with initiation into, affiliation with, or maintenance of membership in a student organization and causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution or organization, of physical or psychological injury.

Specifically, the following hazing activities directed toward any pledge, initiate, or new member of an organization or team are prohibited:

- Any and all forms of strenuous physical activity which are not part of an organized constructive event and which may reasonably be expected to bring harm.
- Paddling, beating, pushing, shaving, restraining, immobilizing, or striking.
- Activities that result in the unreasonable loss of sleep or study time.
- Forcing or coercing a person or persons to eat or drink amounts of any substance, including alcohol, drugs, foods or other substances.
- Abduction and/or forced relocation or exposure to extreme weather.
- Cruel psychological treatment.
- The intentional creation of clean-up work or labor for new members by active/inactive members or alumni.
- Nudity or lewd behavior.
- Walking in a line/formation.
- Wearing of a uniform.
- Behavior which disrupts the normal functioning of the University; behavior which forces another person(s) to participate in an illegal, publicly indecent, or morally degrading activity; or behavior which violates rules, regulations, and policies of NLU.

Bullying is intentional aggressive behavior toward another that is severe or repeated and that would be likely to intimidate, hurt, demean, control, or diminish a reasonable person. Bullying may be verbal or physical, and may occur through electronic means (cyber-bullying). Bullying can occur through one isolated, but severe, incident, or through a pattern of repeated incidents.

Cyber-bullying and Social Media

Cyber Bullying is defined as any activity that deliberately threatens, harasses, intimidates an individual, places an individual in reasonable fear of harm to the individual or damage to the individual's property; or has the effect of substantially disrupting the orderly operation of the individual's daily life via the use of electronic information and communication devices, to include but not be limited to: e-mail messages, instant messaging, text messaging, cellular telephone communications, internet blogs, social media sites, internet chat rooms, internet postings. Cyber bullying by a member of the NLU community directed towards another is prohibited. It includes, but is not limited to:

- Sending mean, threatening or harassing messages to another person through texts, email, web pages, or instant messaging.
- Spreading lies and rumors about victims through the internet or text messages.

- Posting pictures without the consent of the individual.
- Tricking someone into revealing their personal information and sending it to others.
- Creating websites, polls, or blogs about the individual that are meant to embarrass or hurt the person.
- Recording conversations or videos without the individual's consent and then posting it online.

The University may suspend network privileges for as long as necessary in order to protect the University's computing resources for violations of this policy. In addition, any violation of this policy is "misconduct" and subject to disciplinary action, up to and including dismissal for employees and expulsion for students, in accordance with the applicable disciplinary process. Additional sanctions may also include civil and/or criminal actions.

Any allegations of hazing, bullying or cyber-bullying are to be promptly reported through an Incident Report at nl.edu/letusknow.

ACCESS POLICIES

During business hours, the University (excluding certain housing facilities) is open to students, parents, employees, contractors, guests, and invitees. During non-business hours, access to all facilities is by key or access media device, if issued. Access for entry to a facility after normal business hours is granted to faculty, department heads, officers, and select staff members where job duties require such presence. In the case of periods of extended closing, the University will admit only those with photo-ID cards and access keys or media to all facilities.

Areas that are revealed through incident reports as problematic undergo security surveys to determine if security changes are required. Administrators from the Operations, Office of Student Engagement, Provost's Office, Residence Life, and other concerned areas review these results when received and during monthly Emergency Response Team meetings. These surveys examine security issues such as landscaping, locks, alarms, lighting, and communications.

NLU IDENTIFICATION CARD

The NLU Identification card (NLU ID card) is the official University identification and entitles students to admission to the University's buildings, use of its libraries, use of open computer labs, printing and use of other University facilities and services. The card (1) is not transferable, (2) is the property of the University and (3) must be surrendered upon request by a University official.

Students, faculty, and staff are required to carry an NLU ID card when present on one of the campuses, academic centers or at a class function sponsored by the University. Your NLU ID card is also required to gain access into various University campus areas and classrooms, and must be scanned upon entering the Illinois campus.

NLU ID cards may be obtained at the Facilities Management office of each campus. More details on obtaining an ID card can be found in the Student Planner. The fee to replace lost NLU ID cards is \$25.00. ID cards have an expiration date. Please allow yourself time to renew your ID card annually based on the date printed on your card. Failure to renew your ID card could result in revoked on campus printing privileges or delayed access to the building(s).

Individuals must meet, be enrolled in the current term one of the following criteria to be eligible for an active NLU Student ID card:

POLICY ON NLU PROPERTY

Students are accountable for the care of any facility used by the University and for the property of the University and its students. Acts of vandalism, such as damage or destruction of property owned by the University or its students are prohibited. Theft of any kind, including seizing, receiving, or concealing property with the knowledge that it has been stolen, is forbidden. Sale or possession of property without the owner's permission is also prohibited. Repair or replacement costs and/or disciplinary action will result when damage, liability, loss, or theft occurs. The University further reserves the right to contact local authorities to address those acts that are in violation of the law.

MAINTENANCE OF CAMPUS FACILITIES

NLU's Facilities Management department is committed to safety and security. Facilities Technicians regularly conduct surveys of the campus property to ensure adequate lighting, the landscape is appropriately controlled, and walkways are kept clear in the winter months.

POLICY ON REQUESTS BY OFFICIALS OF THE UNIVERSITY

Students are expected to comply with reasonable and lawful requests or direction by members of the faculty, administrative staff, and others acting in the performance of their official duties. Students are also expected to report any behavior or misconduct that appears to violate University policy by completing the appropriate form at nl.edu/letusknow. Failure to report an observed incident could result in a violation of this policy.

Students must respond promptly to summons from faculty members, administrative officers, residence hall staff, and officers involved in student conduct proceedings. It is considered a violation of the Standards of Student Conduct for a student to provide false or misleading information to a university official.

It is important to note that as an extension of this policy, students are expected to adhere to all aspects of the NLU Continues Plan including but not limited to complying with the latest CDC and IDPH guidelines. Students who do not cooperate with these measures could result in a violation of this policy.

POLICY ON VIOLATIONS OF UNIVERSITY POLICY, LOCAL, STATE OR FEDERAL LAWS

Students are expected to comply with all local, state, and federal laws and ordinances. They are subject to all rules and regulations, both academic and co-curricular, developed by the University and included in any of its publications. A student alleged to have violated one or more rules, laws, or regulations will be subject to disciplinary action in accordance with the University's Student Conduct Process and/or disciplinary action by the civil authorities.

POLICY ON STUDENT CONDUCT PROCESS

When the University receives an Incident Report that names a student as its subject (Responding Student), the following process is initiated:

1. Incident Report or Complaint received.
2. Incident is assessed for possible policy violation.
3. Upon assessment of an incident, the incident is documented in the online Student Conduct management system. If the incident does not rise to the level of a policy violation, the incident is dismissed and does not constitute a record of student conduct.
4. Informal Resolutions are determined by the administrator, as well as the severity of the policy violation. Informal Resolutions are an educational tool to prevent the recurrence of behavior. Informal Resolutions will not be considered a part of a permanent conduct file; however, they will be documented and considered in the event of future conduct violations.
5. Formal Resolutions are determined by the administrator, as well as the severity of the policy violation. The purpose of a formal resolution is to determine if the Responding Student holds any responsibility for the policy violations.
 - a. If it is deemed that a student holds responsibility for violating a policy, the Director of Community Standards or designee reviews the case and imposes sanctions in line with the severity of the policy violation.
6. Written notice of the results of the formal resolution is provided.
7. If applicable, responding student(s) are provided the right to appeal the outcome of the process pursuant to the right to appeal outlined below.

Investigative Process Overview

The following is a summary of the investigative process.

1. The Director of Community Standards or designee reviews the Incident Report, meets with all involved parties to investigate the incident, and collects evidence. This may include the reporting party (the Complainant), the Responding Student and any witnesses who may have information related to the incident.
2. At any point during the Student Conduct Process, the Director of Community Standards or designee may place interim restrictions or requirements on a Responding Student or other involved parties to ensure the safety and security of the campus community. These actions include, but are not limited to, no contact orders, limiting presence on campus or modifications to class attendance. In situations where temporary suspension is recommended, the decision rests with the Director of Community Standards or designee.
3. During investigative interviews, the Director of Community Standards or designee provides the Responding Student with a copy of the Incident Report, the University policies, and explains the Student Conduct Process to all involved parties. Investigations of complaints subject to the

Comprehensive Sexual Misconduct and Relationship Violence policy will be conducted pursuant to that policy.

4. The investigator will use a preponderance of the evidence standard (“more likely than not”) in determining whether the Responding Student violated any policies or rules of the University.
5. Following the completion of the investigation, the Director of Community Standards or designee will communicate in writing via NLU email to notify the Responding Student whether or not they have been found responsible for violating an NLU policy based on the evidence collected in the investigative process. In an instance where the responding student has been found responsible, the communication will also detail the educational sanctions that have been assessed as a result of this finding.
6. If no formal charges result, the Student Conduct Process is complete and this incident does not constitute a student conduct record for the Responding Student.

Student Rights and Procedural Considerations

The following procedures are designed to determine, without bias, what is best for the Complainant, the Responding Student and the NLU community.

1. The Responding Student is entitled to an appeal if the matter cannot be resolved through Administrative Action. Appeals will be determined within five (5) business days from the date of the charge notification.
2. All parties will be informed of the time, date and location of their investigative interview at least four (4) business days prior to their meeting date. Students are permitted to re-schedule their meeting to a closer date if they prefer. If students are unable to attend their meeting, they must inform the Director of Community Standards or designee at least two (2) business days prior to the date of the meeting.
3. If a party does not attend their scheduled meeting, the administrative action process may continue without the input of the party in question. The Director of Community Standards or designee may attempt to reschedule the interview, but this is not required. It is important to note that failing to comply with a summons by the Office of Student Affairs constitutes a violation of the Standards of Student Conduct.
4. All parties may be accompanied by an advocate of their choice, but the Director of Community Standards or designee should be informed of the identity of the advocate at least one (1) business day in advance of the meeting. While permissible, it is important to note that the role of the advocate will be limited to support for the party in question.
5. All proceedings are closed to the public. All persons involved in a proceeding shall agree to hold information related to the student conduct case confidential.
6. It is within the discretion of the hearing administrator to determine whether witnesses may be present at the hearing when they are not testifying.

7. The decision made during the formal resolution process shall be made only on the basis of statements and other evidence relevant to the case. The standard of review used to reach a decision is preponderance of evidence, or “more likely than not.”
8. The responding student is entitled to a written notice of the results of the Student Conduct Process sent via NLU email no later than five (5) business days after the meeting date.

Sanctions

The following sanctions may be imposed upon students found Responsible for violations of University regulations:

1. Reprimand: an official rebuke that makes the misconduct a matter of record.
2. Warning: verbal or written notice that the behavior has been inappropriate. May be considered part of a student’s conduct record in future student conduct action.
3. Restriction: limitation of a student’s privileges or freedom.
4. Probation: a period during which continued enrollment is conditioned upon continued cooperation. Suspension may occur should another violation take place.
5. Suspension: a temporary separation from the University.
6. Dismissal: a permanent separation from the University.
7. Other: at the discretion of the hearing body or a senior administrator of the University.

Note: Sanction #6 shall be imposed only by the President.

Right of Appeal

The Responding Student has the right to appeal. Appeals will be reviewed based on the following criteria:

- A procedural irregularity
- New evidence that was previously unavailable emerges
- The hearing officer had a conflict of interest or bias
- The sanction is disproportionate with the violation

The appeal must be submitted in writing no later than five (5) business days after notification of the decision. Appeals will be reviewed by the Dean of Students. These appeals should be made in writing, within five (5) business days of receipt of the outcome. All decisions made upon an appeal are final.

Records of Student Conduct Matters

All student conduct records are kept in the Office of Student Affairs. This information is not recorded on academic transcripts, nor released to any persons outside the University except when authorized by the student involved or when under legal compulsion.

Records of student conduct actions are maintained for 7 years from the date the incident was reported.

Conflicts of Interest

With the exception of the process for challenging members of the Hearing Committee described previously in this section, if there is a real or perceived conflict of interest involving the actions of the designated University official or University office typically responsible for handling matters of concern, the Complainant or the Responding Student may challenge the participation of the official or University office for good and substantial reasons. The challenged member's continuation is at the discretion of the Vice President for Student Affairs or appointed designee.

Alternate representatives may include the Office of Student Affairs, the Title IX Coordinator, the Provost's Office or the Office of Human Resources. The alternate University representative or office may then designate an impartial and appropriate University official to resolve the matter following applicable University policy.

A conflict of interest exists when an individual's knowledge of the matter or personal or professional relationships with the Complainant, respondent, or witnesses would preclude the individual from being able to investigate or adjudicate the case fairly and impartially.

Challenges to the participation of the Title IX Coordinator in matters related to the Comprehensive Sexual Misconduct and Relationship Violence policy are subject to the provisions of that policy.

POLICY ON INSPECTION, SEARCH AND SEIZURE

National Louis University reserves the right to routinely inspect student property on campus or in-residence hall facilities for the purpose of maintaining compliance with regulations and standards described in the University Catalog and the Student Guidebook.

In general, personal property while it is on campus, in student rooms, in locked drawers and in lockers, is considered the student's private domain; however, when there is reasonable cause to believe that the student is violating University policy, local, state, or federal regulations or laws, these areas may also be subject to the right of inspection.

Procedures

When there is cause to believe that a violation has occurred, or is about to occur, University staff members will use any reasonable means to terminate the violation or render the situation harmless. Whenever possible, the University staff members shall request assistance of one or more additional staff.

The University staff members will request entrance, or access, to the property associated with the proposed violation. The staff members will attempt to persuade the student to surrender whatever evidence pertains to the violation. Upon refusal by the student to cooperate with the inspection, the room, locker, or other property will be locked or otherwise secured until two or more members of university authorized staff can assist. All materials that violate University policies, local, state, or federal laws will be seized and, at the discretion of the Vice President for Student Affairs or Dean of Students, the proper authorities will be notified.

UNIVERSITY PROGRAMS RELATED TO SAFETY AND SECURITY

Programs such as alcohol/drug awareness, presentations on safety precaution, campus safety policies and crisis intervention procedures for non-counseling situations which inform students and employees about campus security procedures are offered annually. Please consult with the Division of Student Affairs for further information on these programs.

In addition, the University has published information on its web site providing faculty and staff with information regarding the appropriate steps to take in connection with various types of emergencies that might occur, including Active Shooter, Inclement Weather and Fire Evacuation. This can be accessed at the University's website at <http://www.nl.edu/emergency/>. If any University community member has any questions related to the policies and procedures indicated there, they should contact their local University Facilities Department.

Campus Awareness and Education

Student Affairs Staff are instructed in the areas of crime, sexual violence (assault, date violence, domestic and stalking, sexual harassment prevention) crime prevention, drug and alcohol abuse and prevention and security procedures at the beginning of, and as needed through the academic year. As required by the Clery Act, NLU conducts initial, ongoing and awareness programs for employees and the student body as highlighted below:

- Sexual Harassment/Sexual Violence
- Campus Security Programs
- Crime Prevention Programs
- Drug and Alcohol Abuse Prevention Programs
- Fire Safety Educations Programs

These programs are identified by type and frequency in the appropriate policy and are evaluated bi-annually and updated as needed by Student Affairs. They include:

- Optional orientation sessions for new students at the beginning of each semester
- Mandatory training for new staff members.
- Ongoing prevention and awareness campaigns for all members of the University community throughout the year.
- Residence Life workshops on an annual basis.
- Flyers and other educational documents are posted yearly in prominent locations on campus
- Security Awareness Programs for Students and Employees

A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others.

When time is of the essence, information is released to the University community through security alerts posted prominently throughout campus and through electronic communication and/or emergency alert text messages.

Crime Prevention Programs for Students and Employees

The Office of Student Engagement and Human Resources personnel facilitate programs in crime prevention for students, faculty and new employees, in addition to programs conducted separately by the P.A.C.E. program for its students.

POLICY STATEMENT – CAMPUS LAW ENFORCEMENT

Public Safety personnel, Officers of the University, Deans, and certain other Department-heads related to student or personnel services have the authority to ask persons for identification, to determine whether individuals have lawful business at the University, and are permitted to request the University Photo-ID

card and/or ask a person to leave the campus if they cannot demonstrate related business with the University or cannot cease the disturbance they are causing.

Public Safety personnel and other parties named above do not possess arrest power. All criminal incidents are referred to the local police jurisdictions, which have authorization to enter the campuses and take appropriate action as required.

The University's Facilities Management Office at the University maintains a professional working relationship with local police and fire jurisdictions surrounding the individual campus locations.

All crime victims and witnesses must report the crime via www.nl.edu/letusknow and the appropriate police agency. Prompt reporting will assure timely warning notices on-campus and timely disclosure of crime statistics.

Campus Security personnel are employed at the Chicago campus during regular operating hours. Campus Security personnel are not authorized to make criminal arrests.

Public safety at campuses other than Chicago are coordinated by the Facilities Management staff.

RELATIONSHIPS WITH LOCAL LAW ENFORCEMENT

NLU will regularly meet with the local police and fire department authorities for the jurisdictions in which campuses are maintained to arrange for:

- Fire Drills, with feedback reports
- Evacuation Drills, with feedback reports
- Lockdown Drills, with feedback reports
- Other Emergency Procedures review and updating
- Fire, Medical, and Police involvement with campus incidents

The MOU's suggested by the HEA are being developed for all campus sites to document the arrangements in place between the University and local jurisdictional support organizations. MOU's have been arranged with over 10 community agencies to provide confidential support to victims of sexual misconduct or relationship violence.

Monitoring of Off-Campus Student Organization Activity

NLU monitors and records, through information received from local law enforcement agencies, criminal activity involving students at noncampus locations of officially recognized student organizations when such locations constitute Clery noncampus buildings or property. NLU requests crime information from appropriate law enforcement agencies as part of the annual Clery data-collection process.

EMERGENCY RESPONSE AND EVACUATION PROCEDURES

The University has put into place a Crisis Management Plan in accordance with legal requirements, utilizing portions of the National Incident Management System (N.I.M.S.) structure.

The Manual includes emergency operating procedures (EOPs) for approximately 20 emergency scenarios, a communications plan with instant alerting systems, and a command/control plan.

The manual includes procedures to:

- Immediately notify the campus community of significant emergency or dangerous situations;
- Determine the content of any notification of emergencies and initiate the notification system except in situations where responsible authorities determine such notification will compromise efforts to contain the situation and assist victims;
- Describe the process used to confirm a significant emergency, determine who to notify, determine the content of notification, and initiate the notification system;
- Officials responsible for confirming a significant emergency or dangerous situation and/or authorized to initiate the emergency notification process include the Vice President for Student Affairs, the Vice President for Finance/Emergency Response Team Chair, the Dean of Students, designated Facilities Management leadership, Campus Security leadership, and authorized University Communications personnel or their designees.
- Procedures for disseminating emergency information to the larger community;
- Procedures to test the emergency response and evacuation procedures at least annually in accordance with the HEA requirements.

Specific scenarios for which EOPs have been developed include Fire, Lockdowns, Severe Weather, Emergency Closings, Hazardous Materials Spills, and Pandemics among others.

The Communications plan includes Timely Notice and Missing Student Notification procedures in accordance with new requirements of the HEA of 2008.

On an annual basis, the University conducts at least one evacuation drill on each campus in which a complete evacuation is performed. Such evacuation drills could be announced or unannounced as determined by the University's Emergency Response Team. After each drill is performed, the results of each are discussed by the University's Emergency Response Team in their monthly meetings and any recommendations for improvement arising out of these drills are put in place. A log of the evacuation drills can be obtained by calling James Fannin.

FIRE AND FIRE SAFETY

No fires or open flames are permitted on University property or in any facility operated by the University. Staff and faculty are obliged to immediately stop any such use and report the event through the Incident Report form at nl.edu/letusknow.

Students are to cooperate fully whenever a fire alarm is sounded and proceed to fire exits quickly and calmly. Failure to cooperate with University or fire department personnel will result in disciplinary action.

False activation of a fire alarm is a crime, which is vigorously prosecuted as a felony. Law enforcement considers these offenses serious as they represent the potential for serious injury during an evacuation and diversion of critical fire department personnel. The University does not tolerate or excuse intentional discharge of the fire alarm stations on its properties. NLU will prosecute, to the fullest extent allowed by law, anyone found making or causing a false activation of the fire alarms. Further, it will take disciplinary actions against such individuals, up to and including, dismissal from the University. Punishment for conviction of false fire alarm activation includes significant monetary fines and felony imprisonment with terms as long as 3 years.

FIRE SAFETY PROCEDURES, STATISTICS, REPORTS AND DOCUMENTATION

In accordance with HEA requirements, NLU has developed specific reporting procedures and processes for Fire Safety Reporting.

A Fire Log has been created and is maintained in an accessible format available for review from all campus locations through designated staff.

Statistics on fire activity and safety are reported in this Annual Safety report.

Reports on scheduled fire drills and other related safety activity are maintained by the Director of Facilities Management, and annually reported to University leadership.

The University's Emergency Response Team regularly reviews fire safety, as well as general safety and security procedures and reports to University Leadership on readiness and preparedness.

MISSING STUDENT NOTIFICATION POLICY AND PROCEDURES

The purpose of this procedure is to establish protocols for the University in response to reports of missing students as required by the Higher Education Opportunity Act of 2008.

The definition of a 'missing' student is that the person's absence is contrary to his/her usual pattern of behavior and unusual circumstances may have caused the absence. Such circumstances can include but are not limited to a report that the student may be a victim of foul play, has expressed suicidal thoughts, is drug dependent, is in a life-threatening situation, or has been with persons' who may endanger the student.

All information gathered in this procedure will be accessible only to authorized campus officials, and disclosed only to law enforcement personnel in furtherance of an investigation.

The Act requires such institutions to ensure that on-campus residential students have a process for which they can register confidential contact person information as well as procedures for implementation of this policy. For more detailed information, please refer to either the PACE Student Handbook (<https://www.nl.edu/paceatnlu/>) or to the University Housing Handbook (<https://www.nl.edu/student services/campus housing/>).

Procedures for Student to Provide Notification Authorization.

- Students 18 or above and emancipated minors: In these cases, the student is given the opportunity each semester to designate an individual to be contacted by the University no more than 24 hours after the student is determined to be missing, and the designation will remain in effect until revoked or changed by the student.
- Students under the age of 18 or not emancipated: In these cases, the University is required to notify the custodial parent or guardian no more than 24 hours after the student is determined to be missing.

Notification Procedures.

If a resident student in affiliated housing is missing, notify the Director of Residential Operations and Auxiliary Services immediately by calling 312-261-3534 or contacting the NLU security office at 312-261-3333. If a PACE residential student is missing, notify the Director of the PACE program immediately by

calling 312 -261-3279.

Reports of a missing residential student should be made immediately to the Director of Housing, Residence Life and Auxiliary Services, NLU Campus Security, the Director of the PACE program when applicable, or the Dean of Students. The report will be referred immediately to Campus Security and/or the local law enforcement agency having jurisdiction.

Any report that an on-campus residential student may be missing will be immediately referred to Campus Security and/or the local law enforcement agency having jurisdiction. When a residential student is determined to have been missing for 24 hours, National Louis University will, within 24 hours of that determination, notify the student's designated confidential contact and notify the appropriate local law enforcement agency unless that agency made the determination that the student is missing. If the student is under 18 and is not emancipated, NLU will also notify the student's custodial parent or guardian within 24 hours.

BIAS RESPONSE AND HATE CRIMES REPORTING POLICY

National Louis University is committed to creating an inclusive campus climate that is open and welcoming to all members of our community. All members of our community must take an active role in creating an environment that is safe and inclusive. National Louis community members must contribute to an environment that accepts, welcomes, and celebrates the various identities of our community members. The following policy is a key to the University's commitment to protect members of our community who are impacted by bias-related incidents and hate crimes.

Equal Opportunity & Non-Discrimination Statement

National Louis University prohibits discrimination and affords equal opportunity to all qualified persons regardless of race, color, age, religion, sex, sexual orientation, gender identity and expression, national origin, ethnicity, disability, political beliefs or affiliation, marital status, parental status, military status, unfavorable military discharge other than dishonorable, and all other classifications protected by federal, state, or local laws, rules and regulations.

Definitions:

What is a bias-related incident?

A bias-related incident is an incident that is motivated, in whole or in part, by an offender's bias against the actual or perceived race, color, age, religion, sex, sexual orientation, gender identity and expression, national origin, ethnicity, disability, political beliefs or affiliation, marital status, parental status, military status of a targeted person or group, but does not rise to the level of a criminal offense.

What is a hate crime?

A hate crime is a criminal offense, committed against a person or property which is motivated in whole or in part, by the offender's bias against the actual or perceived race, color, age, religion, sex, sexual orientation, gender identity and expression, national origin, ethnicity, disability, political beliefs or affiliation, marital status, parental status, military status of the targeted person or group.

Non-Inclusive Campus Climate Behaviors

A non-inclusive campus climate can be created from any number of behaviors from members of the NLU community that create an environment that is not open and welcoming to a person or group based on race, color, age, religion, sex, sexual orientation, gender identity and expression, national origin, ethnicity, disability, political beliefs or affiliation, marital status, parental status, military status. It is important to note that all such behaviors can be reviewed by the division of Student Affairs and CARE Team, and addressed appropriately to ensure that we maintain a campus environment inclusive of all members of our community.

How to Report:

In the event that you experience, or witness, an incident that may be rooted in bias or hate, please complete the online “Incident Report” form at nl.edu/letusknow, and select “Bias Incident or Hate Crime” as the option for “nature of report.” Anyone may use this form following experiencing or witnessing a bias-related incident. You should submit this form even if you are uncertain about whether or not the incident was motivated by bias. All reports will be reviewed and reporting parties will receive follow up to offer support and gather more information when needed.

The reporting form can be found here at nl.edu/letusknow; please use the Incident Report Form to report Bias-Related or Hate Crime incidents.

When filling out the reporting form, please remember to provide as much information as possible. This will assist in determining how to process the report.

What happens after I report an incident?

All Bias or Hate Related incident reports are reviewed promptly by the Dean of Students (or designee) in order to determine the level of urgency and identify appropriate plan for follow up. If identified, the Dean of Students (or designee) will reach out to the individual within two business days to offer interim supportive measures, gather more information when needed and discuss next steps.

Processes for Addressing Bias-Related Incidents

During the initial review of the reported incident, the Dean of Students (or designee) will make a determination about whether or not the alleged conduct may constitute a violation of the Student Code of Conduct. If it is determined that the conduct may have violated the Student Code of Conduct, the Dean of Students (or designee) may deem that the initiation of a formal investigation is necessary. The investigative process, outlined below, mirrors that of other areas of potential student conduct violations.

The Investigative Process for Students

1. The Assistant Dean of Students (or designee) will review the Incident Report and meets with all involved parties to investigate the incident, and collects evidence. This may include the reporting party (the Complainant), the Responding Student and any witnesses who may have information related to the incident.
2. At any point during the Student Conduct Process, the Assistant Dean of Students (or designee) may place interim restrictions or requirements on a Responding Student or other involved parties to ensure the safety and security of the campus community. These actions include, but are not limited to, no contact orders, limiting presence on campus or modifications to class attendance. In situations where temporary suspension is recommended, the decision rests with the Assistant Dean of Students (or designee assigned to the case).
3. During investigative interviews, the Assistant Dean of Students (or designee) will provide the Responding Student with a copy of the Incident Report, the University policies, and explains the Student Conduct Process to all involved parties.
4. Investigations of complaints subject to the Comprehensive Sexual Misconduct and Relationship Violence policy will be conducted pursuant to that policy.
5. The investigator will use a preponderance of the evidence standard ("more likely than not") in determining whether the Responding Student violated any policies or rules of the University.
6. Following the completion of the investigation, the Assistant Dean of Students (or designee) will communicate in writing via NLU email to notify the Responding Student whether or not they have been found responsible for violating an NLU policy based on the evidence collected in the investigative process. In an instance where the responding student has been found responsible, the

communication will also detail the educational sanctions that have been assessed as a result of this finding.

7. If no formal charges result, the Student Conduct Process is complete and this incident does not constitute a student conduct record for the Responding Student.

Additional Processes

Relationship with Human Resources

The process for conducting investigations of complaints against Respondents who are University employees is similar to the process for investigating complaints against students, subject to University policies and procedures that apply to the respondent (see “Equal Employment Opportunity and Anti-Harassment” policy). Human Resources has primary responsibility for investigations of complaints against employees, with support from the division of Student Affairs as dictated by HR to ensure that the Complainant is provided all the notices required by this policy and receives appropriate supports.

Campus-Wide Concerns

When there is insufficient information to conduct a formal investigative process, but it is determined that there has been an impact on the campus community, the case will be referred to the CARE (Campus Awareness, Response, & Education) Team. The CARE Team will review the situation and develop a response plan to assist the community in processing the situation and move forward together.

Appeals

If the respondent is a student, the appeals process provided in the Student Conduct Process shall be available to the responding student.

If the Respondent is a tenured member of the NLU faculty and the Investigative Body established in the National Louis University Policy for Termination of Tenured Faculty for Cause, FP 115, determines there is not sufficient evidence to refer the Complaint for investigation by the Investigative Panel, the Complainant may file an appeal to the Investigative Panel by submitting the appeal in writing to the Vice President for Human Resources or designee. Upon receiving the appeal, the Investigative Panel will review the appeal and the record submitted by the Investigative Body and determine whether further investigation is warranted. The Investigative Panel will notify the Complainant and the Respondent of its final determination, including the results of any investigation it conducts regarding the complaint.

If the Respondent is a University employee who is not a tenured member of the NLU faculty, and the Vice President of Human Resources; or their designee, finds that the Respondent did not engage in the conduct alleged by the Complainant or the Complainant disagrees with the sanction imposed on the Respondent, the Complainant may appeal in writing to the Vice President for Human Resources. Upon receiving the appeal, the Vice President for Human Resources or designee, who shall be someone other than the Vice President of Human Resources’ designee, will review the appeal and the record submitted. The Vice President for Human Resources or designee will notify the Complainant and the Respondent employee of their final determination.

SMOKING BAN

The University fully supports state and local regulations regarding the ban on smoking in public buildings and bans smoking in all University buildings. Students, faculty, staff and guests visiting University campuses and centers are required to comply with all such state and local mandates.

POLICY ON CONTROLLED SUBSTANCE

SUBSTANCE ABUSE

In accordance with the Drug-Free Schools and Communities Act of 1989, National Louis University forbids the unlawful use, possession, distribution or sale of drugs or alcohol by a student anywhere on University property, including University housing. Students receiving prescription medications from a physician must have the prescription in their possession. The University recognizes that many behaviors are restricted by state and federal laws. The basic premise of University discipline is to provide regulations for students in keeping with state and federal laws as well as to maintain an environment maximally conducive to education. While the University does not normally take disciplinary action for off-campus violations, it retains the right to act in special cases. With reference to drug violations, an individual suspected of drug abuse off-campus is subject to civil proceedings and will be addressed through the University discipline system if the off-campus actions affect the campus community. Students who reside in University housing, by doing so, consent to University housing regulations. As long as they reside in University housing, they are subject to University discipline.

The United States Congress has established legislation that requires educational institutions to provide information to students regarding illicit drugs and alcohol abuse. This legislation is commonly referred to as the Drug-Free Schools and Communities Act of 1989. Colleges and universities are asked to certify that they attempt to prevent the unlawful possession, use and/or distribution of drugs and alcohol by students.

National Louis University is committed to maintaining a drug-free environment for students. Disciplinary sanctions that National Louis University may impose for violations of University policies are found under the Student Conduct Process section of this Student Guidebook. Any students who would like to receive additional information or confidential assistance may contact the Office of Student Engagement at (888) 658-8632, ext. 3568.

Per the Drug-Free Schools and Communities Act, National Louis University works to foster a culture of care, where students are informed about the risks associated with consuming alcohol or drugs and the responsibility for healthy behavior and all share a safe learning environment. The primary aspects of the University's policy on alcohol and other drugs are outlined below; please refer to the Student Wellness Page and the Annual Security Report for full policy details at the following site:

<https://nl.edu/campus-safety/>

Definitions

Under the influence: For the purpose of this policy, “under the influence” is when a substance or the combination of a drug and alcohol affects the student, in any detectable manner. The symptoms of influence are not confined to those consistent with misbehavior or to obvious impairment of physical or mental ability such as slurred speech or difficulty in maintaining balance. A determination of influence can be established by professional opinion, or, in some cases, by a layperson’s opinion.

Reasonable suspicion: a determination based on objective facts and inferences drawn from those facts as well as personal observations that suggest an individual is under the influence of a substance.

On-campus: Locations are considered on-campus if one of the following conditions are met:

1. Within a campus building or on campus property, including leased housing spaces and facilities.
2. On public property within or immediately adjacent to the campus, including but not limited to the sidewalk, parking lot, and/or alley.
3. In or on non-campus buildings or property that the University uses for educational purposes, including but not limited to off-site teaching locations, internship sites, and/or student life activities.

Alcohol

NLU prohibits students, student groups and employees from the following unlawful and/or unauthorized conduct involving alcohol, including being on campus or participating in University sponsored events under the influence of alcohol:

- Use, possession, distribution or sale of alcohol or containers that previously contained alcohol by anyone under 21 years of age;
- Use, possession, distribution or sale of alcohol or containers that previously contained alcohol anywhere on University property, regardless of age (except as expressly authorized by University facilities personnel);
- Providing alcohol to or procuring alcohol for anyone under 21 years of age;
- Intoxication that results in disruption of University business or raises concern for a student’s well-being, regardless of age;
- Drinking games or other practices that promote intoxication or encourage participants to consume alcohol;
- Other violations of University policy or federal, state or local laws pertaining to alcohol.

Drugs

NLU prohibits students, student groups and employees from the following unlawful and/or unauthorized conduct involving drugs or controlled substances, including being on campus or participating in University sponsored events under the influence of illegal drugs or controlled substances:

- Use, misuse, possession, manufacture, distribution or sale of illegal drugs or controlled substances (except as expressly permitted by legal authority, such as a student possessing a physician’s prescription and using the substance only as prescribed);
- Use, possession, manufacture or distribution of any drug paraphernalia;
- Intoxication that results in disruption of University business or raises concern for a student’s well-being;

- Being in the presence of the use or misuse of illegal drugs or controlled substances on University property;
- Other violations of University policy or federal, state or local laws pertaining to illegal drugs or controlled substances.
- Use or being under the influence of any marijuana, including medical marijuana on all University campuses and at any University sponsored event or activity.

Medical Marijuana and Legalization of Cannabis

In order to comply with the federal Drug-Free Schools and Communities Act, the University prohibits the use, manufacture, distribution, and possession of all marijuana, including medical marijuana, on campus, in housing and at any National Louis University sponsored event or activity off campus. Although Illinois state law permits the use of medical marijuana by persons possessing lawfully issued medical marijuana cards and recreational use is allowed, federal law prohibits such use. Therefore, as an institution that receives federal funds, the University must comply with federal law and is subject to the federal Drug Free Schools and Communities Act Amendments, which mandate that University communities be free of controlled substances (including marijuana). Thus, the use, possession, manufacture, distribution or being under the influence of any marijuana on University property or at University-related activities is prohibited and violates this policy.

Substance Use Response

If a student is suspected of being under the influence, the University reserves the right to remove the student from the on-campus location. The University will take safety precautions when a student is suspected to be under the influence of a prohibited substance, including securing safe transportation and reporting the incident for investigation and sanctioning through the Student Conduct Process. The University reserves the right to call law enforcement and/or paramedics if the University Official is concerned for the safety and well-being of the student.

Sanctions

Disciplinary sanctions that National Louis University may impose for violations of University policies are found under the Student Conduct Process section of this Student Guidebook. Students in violation of state, federal or other local regulations with respect to alcohol, illegal drugs or controlled substances may be subject to both criminal prosecution and University disciplinary action, including criminal charges and/or suspension or exclusion from the University. For more information on legal sanctions for violating federal, state or local law, refer to www.dea.gov/druginfo/ftp3.shtml.

Student Wellness

Effects of Alcohol and Drug Use

Even occasional use of alcohol or drugs can have lasting impacts on health and behavior. Some of these effects include impaired judgment, addiction, negative physical symptoms, negative impact on relationships, reduced brain activity, increased risk of cancer and other organ damage and death. For a complete list of health effects and warning signs of alcohol or drug abuse, see www.nl.edu/substanceabuse.

Treatment Resources

The University urges students who are experiencing alcohol or drug related concerns to seek help immediately. For a list of assessment tools to determine if you or someone you care about may be

struggling with alcohol or drugs, see www.nl.edu/substanceabuse. Additionally, the following treatment centers are located near NLU campuses:

- **Peer Services, Inc.** — Adult and adolescent outpatient services. Evanston/ Glenview <http://peerservices.org>
- **Gateway Foundation** (Chicago West) — Adult inpatient and outpatient treatment center. Multiple locations across northern, central and southern Illinois <http://recovergateway.org>
- **Harborview Recovery Center** — Adult inpatient and outpatient treatment. Chicago www.presencehealth.org/medical-services-behavioral-health-addiction-treatment.

To find additional treatment centers in your area and learn more about which treatment center may be right for you, check out www.recovery.org.

National Louis University Hazing Policy

I. Policy Statement

National Louis University (NLU) is committed to fostering a safe and respectful environment that promotes the well-being and dignity of all its community members. Hazing, in any form, is strictly prohibited and will not be tolerated. This policy outlines the procedures for reporting hazing incidents, the investigative process, applicable laws, and the prevention and awareness programs implemented to eradicate hazing within the NLU community.

II. Definition of Hazing

For purposes of this policy and the Jeanne Clery Campus Safety Act, hazing means any intentional, knowing, or reckless act committed by a person, whether individually or in concert with others, against another person, regardless of that person's willingness to participate, that occurs in connection with initiation into, affiliation with, or maintenance of membership in a student organization and causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution or organization, of physical or psychological injury.

Student organization means an organization at National Louis University in which two or more members are enrolled students, whether or not the organization is established or officially recognized by the University. Student organizations may include clubs, societies, associations, athletic teams, club sports, fraternities, sororities, bands, student government, or other student groups.

NLU may also prohibit conduct as hazing under University policy even when the conduct does not meet the elements of a criminal hazing offense under state law.

This definition aligns with Illinois state law (720 ILCS 5/12C-50), which classifies hazing that results in bodily harm as a **Class A misdemeanor**, and hazing that results in death or great bodily harm as a **Class 4 felony**.

III. Reporting Procedures

NLU encourages all students, faculty, staff, and community members to report any suspected hazing activities. Reports can be made through the following channels:

1. **Online Incident Reporting:** Submit a report via the "Let Us Know" platform at nl.edu/letusknow.
2. **Office of Student Affairs:** Contact the Office of Student Affairs directly for assistance.
3. **Anonymous Reporting:** Anonymous reports are accepted; however, providing contact information may facilitate a more thorough investigation.
4. **Student Organizations and Fraternity and Sorority Life Organizations:** Contact the Director of Student Life (studentengagement@nl.edu)

All reports will be handled promptly and confidentially to the extent permitted by law and University policy.

IV. Investigative Process

Upon receipt of a hazing report, NLU will initiate a thorough investigation, which includes:

1. **Initial Assessment:** The Office of Student Affairs will conduct a preliminary review to assess the credibility and immediacy of the report.
2. **Investigation:** A designated investigator will gather relevant information, interview involved parties, and compile evidence.
3. **Findings and Recommendations:** Upon conclusion of the investigation, findings will be reviewed, and appropriate disciplinary actions will be recommended in accordance with university policies and applicable laws.
4. **Notification:** The reporting party and the accused will be notified of the investigation outcome, ensuring compliance with privacy laws and regulations.

NLU reserves the right to implement interim measures to protect individuals and the community during the investigation.

V. Applicable Laws

Applicable State Laws - In Illinois, 720 ILCS 5/12C-50 prohibits knowingly requiring an unauthorized act for induction or admission into a group connected with an educational institution when the act results in bodily harm; consent or acquiescence is not a defense. Illinois law classifies hazing as a Class A misdemeanor, with enhanced felony treatment when death or great bodily harm results. Illinois law also imposes separate duties on school officials who personally observe certain hazing conduct. At NLU's Florida location, Florida Statutes section 1006.63 prohibits hazing at postsecondary institutions and defines hazing to include intentional or reckless conduct that endangers a student's mental or physical health or safety in connection with initiation, admission, affiliation, or organizational traditions or rituals.

The federal Stop Campus Hazing Act amended the Jeanne Clery Campus Safety Act to require institutions to disclose reportable hazing incidents in the Annual Security Report, maintain hazing-related policies and prevention programming, and publish a Campus Hazing Transparency Report when applicable.

VI. Prevention and Awareness Programs

NLU maintains research-informed, campus-wide hazing prevention and awareness programming designed to reach students, faculty, and staff. Programming includes primary prevention strategies intended to stop hazing before it occurs; education regarding University policy and applicable laws; reporting and investigation procedures; skill-building for bystander intervention; ethical leadership; and strategies for developing healthy group cohesion without hazing.

1. **Educational Workshops:** Regular sessions for students, faculty, and staff to recognize, prevent, and report hazing.
2. **Orientation Programs:** Incorporation of hazing prevention education into new student and employee orientations.
3. **Campus Campaigns:** Ongoing campaigns to raise awareness about the dangers of hazing and promoting a culture of respect and inclusion.
4. **Resource Availability:** Provision of materials and resources related to hazing prevention accessible through the Student Affairs Office and the University's website.

These programs are designed to foster a community that values safety, dignity, and mutual respect.

VII. Enforcement and Sanctions

Individuals or groups found responsible for hazing will face disciplinary actions, which may include suspension, expulsion, or termination of employment, in accordance with university policies and procedures. Legal consequences under state and federal laws may also apply.

VIII. Review and Revision

This policy will be reviewed annually to ensure compliance with applicable laws and the effectiveness of prevention programs. Revisions will be made as necessary to reflect changes in legislation and best practices in hazing prevention.

IX. Transparency and Record Retention

In compliance with the Stop Campus Hazing Act (20 U.S.C. § 1092(f)), National Louis University maintains a Campus Hazing Transparency Report (CHTR) concerning findings of responsibility for hazing violations involving student organizations. The CHTR includes, when applicable, the name of the student organization, a general description of the hazing violation and the University's findings, whether alcohol or drugs were involved, sanctions imposed, and the dates associated with the incident, investigation, finding, and notification. NLU will update the CHTR not less frequently than twice each year when a finding of responsibility for a hazing violation has been issued since the prior publication or update. No update is required during a period in which there has been no finding of a hazing violation.

The CHTR is separate from the Annual Security Report (ASR). The ASR discloses Clery-reportable hazing incidents based on reports within Clery geography, while the CHTR addresses findings of responsibility involving student organizations. A reported hazing incident may therefore be included in ASR statistics even if it does not result in a CHTR entry. CHTR information will not include personally identifiable information about individual students and will be maintained publicly for the period required by federal law.

X. Contact Information

For questions or further information regarding this policy, please contact:

Office of Conduct and Compliance

National Louis University

[Website](#)

312-261-3253

ocs@nl.edu

NLU remains steadfast in its commitment to eliminating hazing and fostering a safe, inclusive, and respectful environment for all members of its community.

National Louis University Campus Hazing Transparency Report

National Louis University began collecting information regarding hazing incidents on **July 1, 2025**, as required by federal law.

Findings of Hazing Violations

July 1–December 31, 2025

National Louis University had zero (0) findings of responsibility for hazing violations involving a student organization, as defined by the Stop Campus Hazing Act, during this reporting period.

Accordingly, there are no student organizations, hazing violations, sanctions, or related incident dates to disclose for this period.

National Louis University will update this report in accordance with federal requirements when applicable

SUMMARY OF ANNUAL THREE-YEAR CRIME REPORT STATISTICS AND DEFINITION OF CRIMES

The following tables disclose National Louis University's Clery crime statistics for calendar years 2023, 2024, and 2025. Clery geography includes On-Campus property, the On-Campus Student Housing subset where applicable, Noncampus Buildings or Property, and Public Property within or immediately adjacent to and accessible from the campus. The statistical data compiled for this report reflect no separately reportable Noncampus incidents for the listed campuses during 2023-2025. On-Campus Student Housing is a subset of the On-Campus category and should not be added to the On-Campus total when calculating unique incidents.

Hazing statistics: NLU began collecting hazing information for Clery reporting on July 1, 2025. Accordingly, 2023 and 2024 are shown as N/A in the hazing tables; 2025 reflects reportable hazing incidents reported to a Campus Security Authority or local law enforcement within Clery geography.

Chicago Campus - Criminal Offenses

	On-Campus			On-Campus Housing			Public Property		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Murder / Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	3	1
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0

Chicago Campus - Hate Crimes

	Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder / Non-negligent	0	0	0	0	0	0	0	0	0
Manslaughter by	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Larceny/Theft	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Vandalism/Prop	0	0	0	0	0	0	0	0	0

Chicago Campus – VAWA Offenses

	On-Campus			On-Campus Housing			Public Property		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Domestic Violence	1	0	1	1	0	1	0	1	1
Dating Violence	0	0	1	0	0	1	0	1	0
Stalking	1	0	0	1	0	0	0	0	0

Chicago Campus – Arrests

	On-Campus			On-Campus Housing			Public Property		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Weapons: Carrying, possession, etc.	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0

Chicago Campus – Disciplinary Actions

	On-Campus			On-Campus Housing			Public Property		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Weapons: Carrying, possession, etc.	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	15	14	0	15	14	0	0	0
Liquor Law Violations	0	3	0	3	3	0	0	0	0

Chicago Campus – Unfounded Crimes

	2023	2024	2025
Unfounded Crimes	0	0	0

Chicago Campus	On-Campus			On-Campus Housing			Public Property		
Hazing incidents	2023	2024	2025	2023	2024	2025	2023	2024	2025
Reported hazing incidents	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0

SUMMARY OF ANNUAL THREE-YEAR CRIME REPORT STATISTICS AND DEFINITION OF CRIMES

In the information below and on the following pages, documentation is provided in relation to the crime statistics for the University for the past three years on each of the University's campuses or teaching sites:

Wheeling Campus - Criminal Offenses

	On-Campus			On-Campus Housing			Public Property		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Murder / Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0

Wheeling Campus - Hate Crimes

	Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/ Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Larceny/Theft	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0

	Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Intimidation	0	0	0	0	0	0	0	0	0
Damage/Vandalism	0	0	0	0	0	0	0	0	0

Wheeling Campus – VAWA Offenses

	On-Campus			On-Campus Housing			Public Property		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0

Wheeling Campus – Arrests

	On-Campus			On-Campus Housing			Public Property		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Weapons: Carrying, possession, etc.	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0

Wheeling Campus – Disciplinary Actions

	On-Campus			On-Campus Housing			Public Property		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Weapons: Carrying, possession, etc.	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0

Wheeling Campus – Unfounded Crimes

	2023	2024	2025
Unfounded Crimes	0	0	0

Wheeling Campus	On-Campus			On-Campus Housing			Public Property		
Hazing incidents	2023	2024	2025	2023	2024	2025	2023	2024	2025
Reported hazing incidents	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0

SUMMARY OF ANNUAL THREE-YEAR CRIME REPORT STATISTICS AND DEFINITION OF CRIMES

In the information below and on the following pages, documentation is provided in relation to the crime statistics for the University for the past three years on each of the University's campuses or teaching sites:

Lisle Campus - Criminal Offenses

	On-Campus			On-Campus Housing			Public Property		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Murder / Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0

Lisle Campus - Hate Crimes

	Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder / Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Larceny/Theft	0	0	0	0	0	0	0	0	0
Simple assault	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destr/Vandsm	0	0	0	0	0	0	0	0	0

Lisle Campus – VAWA Offenses

	On-Campus			On-Campus Housing			Public Property		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0

Lisle Campus – Arrests

	On-Campus			On-Campus Housing			Public Property		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Weapons: Carrying, possession, etc.	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0

Lisle Campus – Disciplinary Actions

	On-Campus			On-Campus Housing			Public Property		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Weapons: Carrying, possession, etc.	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0

Lisle Campus – Unfounded Crimes

	2023	2024	2025
Unfounded Crimes	0	0	0

Lisle Campus	On-Campus			On-Campus Housing			Public Property		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Hazing incidents									
Reported hazing incidents	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0

SUMMARY OF ANNUAL THREE-YEAR CRIME REPORT STATISTICS AND DEFINITION OF CRIMES

In the information below and on the following pages, documentation is provided in relation to the crime statistics for the University for the past three years on each of the University's campuses or teaching sites:

Tampa Campus - Criminal Offenses

	On-Campus			On-Campus Housing			Public Property		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Murder / Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0

Tampa Campus - Hate Crimes

	Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder / Non-negligent Manslaughter	0	0	0	0	0	0	0	0	0
Manslaughter by Negligence	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Larceny/theft	0	0	0	0	0	0	0	0	0
Simp Asslt	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0

	Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Vandalism	0	0	0	0	0	0	0	0	0

Tampa Campus – VAWA Offenses

	On-Campus			On-Campus Housing			Public Property		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0

Tampa Campus – Arrests

	On-Campus			On-Campus Housing			Public Property		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Weapons: Carrying, possession, etc.	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	1	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0

Tampa Campus – Disciplinary Actions

	On-Campus			On-Campus Housing			Public Property		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Weapons: Carrying, possession, etc.	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0

Tampa Campus – Unfounded Crimes

	2023	2024	2025
Unfounded Crimes	0	0	0

Tampa Campus	On-Campus			On-Campus Housing			Public Property		
Hazing incidents	2023	2024	2025	2023	2024	2025	2023	2024	2025
Reported hazing incidents	N/A	N/A	0	N/A	N/A	0	N/A	N/A	0

DEFINITION OF CRIMES

The following are the definitions of the various crimes reported in this report. These definitions conform to those contained in the National Incident-Based Reporting System published by the Federal Bureau of Investigation.

Murder - The willful and (non-negligent) killing of one human being by another.

Negligent manslaughter - The killing of another person through gross negligence.

Sex Offense (Forcible) - Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

Sex Offense (Non-forcible) - Unlawful, non-forcible sexual intercourse.

Robbery - The taking, or attempting to take, of anything of value under confrontational circumstances from the control, custody, or care of another person or persons by force of threat or force of violence and/or putting the victim in fear of immediate harm.

Aggravated Assault – An unlawful attack by one person upon another wherein the offender uses a weapon or displays it in a threatening manner, or the victim suffers obvious, severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

Burglary (Breaking/Entering) - The unlawful entry into a building or other structure with the intent to commit a felony or a theft.

Vehicle Theft (Motor) - 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, personal property of another, etc.

SUMMARY OF ANNUAL THREE-YEAR CRIME REPORT STATISTICS AND DEFINITION OF CRIMES (cont.)

University Policy on Sexual Assault and Related Activities and Violence against Women Act (VAWA) Incidents and Related Definitions

NLU strictly prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking. The University defines these acts as including, but not limited to, the following:

- Rape/sexual assault (gang, acquaintance, stranger)
- Acts on a person who is not conscious or able to give consent
- Indecent exposure
- Direct or indirect threats linked to sexual propositions or activity
- Coerced sexual activity
- Sexual propositions
- Sexual battery, the unwanted touching of an intimate part of another person, such as a sex organ, buttocks, or breast.
- Use of intoxicants, including alcohol, which impair the victim's ability to give consent.

The HEA defines the crime categories of domestic violence, dating violence, and stalking in accordance with section 40002(a) of the Violence Against Women Act of 1994 as follows:

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

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 under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's act under the domestic or family violence laws of the jurisdiction.

Stalking – 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.

Chicago Campus – Fire Report (525 S. State St.)

1/18/23	Unintentional	Open flame	No injuries/Deaths	Cost 0-99.00
10/04/25	Unintentional	Microwave	No injuries/ Death	Cost-100-999
10/26/25	Unintentional	Cooking	No injuries/Deaths	Cost1000-9999
11/04/25	Unintentional	Microwave	No injuries/ Death	Cost 100-999

ANNUAL FIRE SAFETY REPORT — University Center, 525 S. State Street

Facility Fire Safety System

University Center, 525 S. State Street, is the on-campus student housing facility used by NLU in Chicago. The building is equipped with an automatic sprinkler system supplied through an in-house fire pump and city water pressure; a complete fire alarm system monitored by building security and a monitoring service; smoke detection in residential rooms and corridors; manual pull stations; portable fire extinguishers; fire-rated corridors and stairwells; mounted evacuation placards; and fire-safety accommodations for persons with disabilities.

2025 Fire Drills

Two building-managed fire/evacuation drills were conducted at University Center during calendar year 2025. NLU and University Center use drills and related follow-up to reinforce resident familiarity with fire-safety and emergency procedures.

Fire Safety Policies

NLU prohibits fires and open flames on University property and in University-operated facilities. University Center is a smoke-free residential facility. Residents must comply with University Center rules governing portable electrical appliances, cooking equipment, and other devices that may create a fire hazard. Residents may not tamper with smoke detectors, sprinklers, alarms, pull stations, fire extinguishers, or other life-safety equipment.

Evacuation Procedures

When a fire alarm or emergency instruction is issued, residents must follow the facility's posted evacuation placards and instructions communicated through the building's public-address system and by University Center staff or emergency responders. Residents should use designated stairwells and exits, assist others when it is safe to do so, and comply promptly with directions from building staff, NLU personnel, police, or fire officials. Elevators should not be used during a fire evacuation unless specifically directed by emergency personnel.

Fire Safety Education and Training

NLU incorporates fire safety into its campus safety and emergency-preparedness programming. University Center conducts building-managed drills, and NLU Residence Life/Student Affairs and Facilities personnel reinforce fire reporting, evacuation, and prevention expectations with residents and staff. Students and employees who discover smoke or fire should activate the building alarm when appropriate, evacuate, call 911, and notify University Center staff and NLU Campus Security/Facilities Management.

Reporting a Fire

For purposes of the fire log and annual fire statistics, fires occurring at University Center should be reported immediately to 911 in an emergency, University Center security or management, and NLU Campus Security/Facilities Management. NLU maintains a fire log that records the nature, date, time, and general location of fires occurring in on-campus student housing.

Plans for Future Fire Safety Improvements

NLU has not identified any planned future improvements to the University Center fire-safety systems at this time. Fire-safety needs are reviewed through ongoing facilities coordination, incident review, emergency exercises, and the University's Emergency Response Team.

Three-Year Fire Statistics - University Center

The fire statistics table immediately above reports one fire in 2023, zero fires in 2024, and three fires in 2025. No injuries requiring treatment at a medical facility and no fire-related deaths were reported for the listed incidents; reported property damage for each listed fire was in the \$0-\$99 range.