



## Written Explanation of Rights and Options for Victims of the Sexual Assault, Dating Violence, Domestic Violence and Stalking (VAWA Offenses as defined by the Clery Act)

\*Required to be provided to any student or employee who reports being the victim of a VAWA offense, no matter where that offense is reported to have occurred.

Category	Your Rights
How and to Whom the Alleged Offense Should be Reported	<p><b>You have options regarding the involvement of law enforcement authorities and campus authorities. Unless you are a minor, NCSS won't force you to speak with police.</b></p>
Involvement of Law Enforcement and Campus Authorities	<p><b>You have the option to:</b></p> <ul style="list-style-type: none"> <li>a) notify law enforcement authorities about what has happened to you if you would like to,</li> <li>b) to be assisted by the Title IX Coordinator or any Deputy Title IX Coordinator in notifying law enforcement if you would like such assistance,</li> <li>c) the option to decline to notify such authorities, i.e., NSCC won't call the police on your behalf unless you ask us to or there is an emergency situation where we feel the best option to ensure the safety of our campus is to call law enforcement,</li> <li>d) You have the right to make a police report. Tell the responding officer that you would like what happened to you documented in a formal police report, and</li> <li>e) Understand that reporting to police does not automatically mean that a report has been made to the College. After you make a police report, contact the Title IX Coordinator using the contact information in this document.</li> </ul>
Confidentiality of Victims	<p><b>Northwest State Community College Police Department may be reached by dialing "3" from any campus telephone or by dialing 419-267-1452. Other law enforcement agencies contact information is within this document. NSCC PD can always help you determine which agency you should contact. You may always reach out to our campus police for help and support!</b></p> <p><b>The NSCC Police Department is located in A191 in the Atrium. When the College is closed you should call 9-1-1. Persons who wish to report crimes or other incidents at other College sites or from their homes should contact the police</b></p>

	<p style="text-align: center;"><b><i>department of jurisdiction by calling 9-1-1 or using the contact information in this document.</i></b></p> <p>1-You may always go to the hospital and seek medical assistance and ask hospital staff to call the police.</p> <p>2-When the police respond, they will want to ask you specific questions about what happened to you. You can tell them as much or as little as you would like, but providing as much detail about what happened to you ensures they can investigate the complaint fully.</p> <p>3-You can ask for a copy of your police report when you have finished making the complaint. Depending on what police department you report to, you may have to obtain the police report after the officer has put the report on file.</p> <p>4-Bring a copy of your police report to NSCC PD or the Title IX Coordinator. NSCC PD and Title IX will work closely together as much as the law allows for in providing you with support and services, including helping you understand your rights and options.</p> <p style="text-align: center;"><b>Contact the NSCC Title IX Team:</b></p> <ul style="list-style-type: none"> <li>• Shannon Floyd, Title IX Coordinator, 419.267.1319 titleix@NorthwestState.edu or Building C, Office 100H</li> <li>• Katy McKelvey, Deputy Title IX Coordinator, 419.267.1327, kmckelvey@NorthwestState.edu or Building A, Office 112</li> <li>• Brittany Chamberlain, Deputy Title IX Coordinator, 419.267-1425, bchamberlain@NorthwestState.edu or Building A, Office 106</li> <li>• Renee Bostelman, Deputy Title IX Coordinator, 419.267-1334, rbostelman@NorthwestState.edu or Building C, Office 140C</li> </ul>
	<p><b>NSCC is obligated to comply with a victim’s reasonable request for academic, living, transportation, and working situations or protective measures following the report of a VAWA offense. NSCC will provide reasonably available accommodations or protective measures regardless of whether the victim chooses to report the crime to campus police or local law enforcement. A victim can request these accommodations and protective measures by contacting the Title IX Coordinator. The Title IX Coordinator, often times in conjunction with NSCC PD and Human Resources, if applicable, will determine what measures to take. Ultimately, the decision on these measures will be made by the Title IX Coordinator. The reported conduct does not need to occur on NSCC property in order for your to receive changes to or assistance in academic, transportation, and working situations or protective measures. Since NSCC does not have campus housing, we cannot modify this category for you, but we can refer you to shelters for domestic violence or assist you with resources to modify your housing, including legal assistance and area housing resources.</b></p> <p><b>Additionally, NSCC protects the confidentiality of all victims, even if the victim does not specifically request us to do so. A</b></p>

	<p>victim's name will never be published in any available public record nor disclosed in an institutional timely warning notice or emergency notification. NSCC may have to disclose the victim's name for purposes of implementing an accommodation but will not exceed the scope of releasing only what information is necessary to achieve the accommodation or protective measure.</p>
<p><b>Procedures Victims Should Follow and Preservation of Evidence</b></p>	<p><b>Preservation of evidence:</b> You may opt to have evidence collected from your body, if applicable, but should also save any other evidence that may be associated with your victimization so it can be used by police, to obtain a protective order, and in school proceedings, if applicable.</p> <p>In the State of Ohio, evidence may be collected even if you chose not to make a report to law enforcement.<sup>1</sup> It is important that a <b>victim of sexual assault</b> not bathe, urinate, douche, brush your teeth, smoke, change clothing or clean the bed/linen/or other area where they were assaulted if the offense occurred within the past 120 hours so that evidence as may be necessary to the proof of criminal activity may be preserved. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease. <u>EVEN IF YOU HAVE SOME TIME HAS PASSED, YOU MAY STILL BE ABLE TO HAVE EVIDENCE COLLECTED.</u></p> <p><b>Victims of sexual assault, domestic violence, stalking, and dating violence</b> are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs and/or other copies of documents, if they have any, that would be useful to College administrators/investigators or police. Although the College strongly encourages all members of its community to report acts of violence to law enforcement, it is the victim's choice whether or not to make such a report and victims have the right to decline involvement with the police. The NSCC Police Department or the Title IX Coordinator will assist any victim with notifying local police if they so desire. Information about how to contact local police may also be located in this document under "Off Campus Resources."</p> <p>As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, they nevertheless should consider speaking with the NSCC PD or local law enforcement to preserve evidence in the event that the victim changes her/his mind at a later date.</p> <p><b><u>*If you need help and are not sure if you would like to report or are not sure where to go to get forensic services or other help, contact the Ohio Sexual Violence Helpline at 844-OHIO-HELP.</u></b> The Ohio Sexual Violence Hotline is a 24/7 confidential resource providing advocacy and support for survivors of sexual violence across Ohio. Staffed by trained advocates, the helpline provides:</p>

<sup>1</sup> Under the Violence Against Women and Department of Justice Reauthorization Act of 2005, starting in 2009, states must certify that they do not "require a victim of sexual assault to participate in the criminal justice system or cooperate with law enforcement in order to be provided with a forensic medical exam, reimbursement for charges incurred on account of such an exam, or both."

	<ul style="list-style-type: none"> <li>• Confidential emotional support</li> <li>• Crisis Response</li> <li>• Information about options and local resources available to survivors and co-survivors, or their friends and family.</li> </ul> <p>A crucial component of the helpline’s advocacy efforts is to listen to and empower survivors with information and options throughout the healing process. The Ohio Sexual Violence Helpline aims to ensure that no matter where in Ohio a survivor is located, they will have 24-hour access to support and links to resources and options in their local community. You may also call 9-1-1 and ask for the nearest Hospital with Forensic Nurses so that you may receive care or proceed to the nearest emergency room and tell them you need evidence recovered from your body due to sexual violence or dating/domestic assault/trafficking. The emergency room will help you by either performing that service within their facility or by directing you to the closest facility with SANE/FNE services.</p> <p><b>Ohio Domestic Violence Network-</b> 1.800.934.9840 <a href="https://www.odvn.org/category/for-survivors/">https://www.odvn.org/category/for-survivors/</a>  <b>National Domestic Violence Helpline-</b> <a href="https://www.thehotline.org/">https://www.thehotline.org/</a>  <b>RAINN: National Sexual Assault Hotline:</b> Confidential 24/7 support: 1-800-656-4673, CHAT ONLINE online.rainn.org  <b>Love is Respect</b> (dating violence): 866-331-9474  <b>National Human Trafficking Hotline:</b> 888-373-7888  <b>National Center for Missing and Exploited Children:</b> Telephone hotline: 800.THE.LOST (843-5678)  <b>VictimConnect toll free helpline</b> at 855-484-2846</p>
<b>Orders of Protection</b>	<p><b>You have the right to seek an order of protection, restraining order, or other order applicable in your jurisdiction. If you obtain an order, please provide a copy to the title ix coordinator using the contact information in this document. The Title IX Coordinator will help coordinate a safety plan while you are on campus to uphold the order as well as to provide measures on campus to help keep you safe. You may also request a no contact directive directly from the College. It is not a judicial order, but is a school directive whereby a violation could result in conduct sanctions. You may also always contact NSCC Police Department with an order, report a violation of an order, or work with them on a safety plan or to assist with coordinating help from outside law enforcement agencies. You have rights and options. Speaking with the Title IX Coordinator always ensures that if you have an order, we can be aware and support you on campus. here is information on protective orders, restraining order, and other lawful orders you can obtain through the State of Ohio. See the Title IX Coordinator for a school no-contact directive.</b></p> <p><b>C-1 NO CONTACT DIRECTIVES</b></p> <p>Often times, if the victim/perpetrator (called a Complainant and Respondent, respectively, in our process) a no contact letter will</p>

be given to the Complainant and Respondent by the College until the conclusion of the investigation. This will prohibit communication between the parties, including contact verbally, in writing, through technology or third parties. If you have been the victim of domestic or dating violence, stalking or sexual abuse, you may also want to consider obtaining an order of protection from the State of Ohio. Violations of institutional no contact directives will be handled as a separate violation of the Student Code of Conduct (or through HR for employees) and the College reserves the right to resolve those charges prior to the completion of the investigation into the Prohibited Conduct claim. The College encourages Complainants to contact law enforcement for violations of Ohio issued orders of protection.

### **C-2 PROTECTION ORDERS**

NSCC complies with Ohio law by recognizing court orders that mandate protection from abuse. For example, any person who obtains an order of protection from Ohio or any state in the U.S. should provide a copy to the NSCC Police Department and the Office of the Title IX Coordinator. A Complainant may then meet with a police representative or the Title IX Coordinator (or designee) to develop a Safety Action Plan, which is a plan for campus police and the victim to reduce risk of harm while on campus or coming and going from campus. This plan may include, but is not limited to escorts, special parking arrangements, providing a temporary cellphone, changing classroom location, or allowing a student or employee to complete assignments/work from home, etc.

The College cannot apply for a legal order of protection, no contact order or restraining order for a victim from the applicable jurisdiction(s). The victim is required to apply directly for these services through Ohio Courts or with the help of law enforcement. NSCC can and does issue institutional “No Contact” directives to prevent contact between parties, which are enforceable as a violation of College. Any Complainant may request an institutional directive by contacting the Title IX Coordinator or investigator assigned to their complaint.

A Protection Order is granted by a Judge and orders the defendant (Respondent) to stay away from you. The defendant should not enter your home or approach you at your place of work or school. If the defendant violates the protection order, a new charge could be filed, and the defendant could be arrested.

Although the Judge may grant the Protection Order, it does not guarantee your safety. It is important for you to be careful and take steps to ensure your safety as much as possible. The College can assist you with creating a Safety Action Plan, which is a plan to provide for your safety while on campus. You may contact off campus service providers, including Lutheran Social Services 24-hour crisis hotline by dialing 614-224-HOME (4663) to find support in creating an off-campus safety plan, connecting with advocates, and even finding a support group.

The law (2919.27 and 3113.31 Ohio Revised Code) states that protection orders issued anywhere in the State of Ohio are enforceable throughout the state - if they are current and still valid. Comparable protection orders issued in other states may also be valid in Ohio. If you hold an out of state order, you may also bring a copy of that document into the NSCC PD or the Title IX

	<p>Coordinator to develop a Safety Action Plan.</p> <p><b>C-3 ARE ALL PROTECTION ORDERS THE SAME?</b></p> <p>No. There are four different kinds of protection orders in Ohio. Municipal (Criminal) court may issue a Domestic Violence Temporary Protection Order (DVTPO) or a Criminal Protection Order (CRPO) depending on the type of charge and your relationship to the defendant. Civil (Domestic) Court issues Civil Protection Orders (CPO) if you are a family or household member of the defendant. If you are being stalked, Common Pleas Court may issue a Civil Stalking or Sexually Orientated Offense Protection Order (SSOOPO).</p> <p><b>C-4 WHAT IS A CIVIL PROTECTION ORDER?</b></p> <p>A CPO is issued by the Domestic Relations Court to protect victims of domestic violence. A CPO is intended to prevent further domestic violence. It orders someone who has been abusive to do or not to do certain things in the future.</p> <p>You should consider requesting a CPO - even if you have a DVTPO from a criminal court - because a CPO lasts longer.</p> <p>A petition for a Civil Protection Order (CPO) can be filed with the Domestic Relations Court. You may want to contact your own attorney, Capital Family Advocacy Clinic ((614) 645-6232), or Legal Aid ((614) 224-8374) to see if you qualify for a Civil Protection Order. You do not have to be getting a divorce to ask for a CPO.</p> <p>The CPO (Civil Protection Order) may include the following orders:</p> <ul style="list-style-type: none"> <li>a. Direct the abuser to stop the abuse;</li> <li>b. Grant possession of the residence or household to you and/or other family member, to the exclusion of the evict the abuser; or order the abuser to vacate the premises, or (if the abuser has the duty to support order the abuser to provide suitable, alternative housing;</li> <li>c. Award temporary custody and establish temporary custody orders with regard to minor children (if no other court has determined custody and visitation rights);</li> <li>d. Require the abuser to maintain support if the abuser customarily provides for or contributes to the support of the family or household, or if the abuser has a duty to support under the law;</li> <li>e. Require counseling;</li> <li>f. Require the abuser to refrain from entering the residence, school, business, or place of employment of the victim or other family members; and/or</li> </ul>
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- g. Grant any other relief that the court considers fair, including, but not limited to, ordering the abuser to permit the use of a motor vehicle to the victim, and ordering a fair apportionment of household and family personal property.

**C-5 WHAT IS A CIVIL STALKING OR SEXUALLY ORIENTATED OFFENSE PROTECTION ORDER?**

A SSOOPO is issued by the General Division of Common Pleas Court specifically to protect victims of stalking. A SSOOPO orders someone who has been engaging in stalking behavior to end that behavior. For additional information on stalking, please call (614) 645-6232. Who can get a Criminal Protection Order?

If you are **not** considered a household or family member according to O.R.C. 2919.25, then you may request a Protection Order if any of the following charges are filed on your behalf.

- Felonious Assault
- Aggravated Assault
- Assault
- Aggravated Menacing
- Menacing by Stalking
- Menacing
- Aggravated Trespass

If you **are** considered a household or family member according to O.R.C. 2919.25, then you may request a Protection Order if an offence of violence is filed on your behalf.

Offense of violence include but are not limited to:

- Domestic Violence
- Felonious Assault
- Aggravated Assault
- Assault
- Menacing by Stalking

- Aggravated Trespass
- Criminal Damaging/Endangering
- Criminal Mischief
- Burglary
- Endangering Children

Contact the Archbold Police Department for more information at 419-445-9991 (non-emergency).

**C-6 HOW DO I GET A CRIMINAL PROTECTION ORDER?**

- A criminal charge must have been filed against the defendant,
- The crime must be specified by statute (ORC 2919.26/2903.213),
- You must be the victim of the crime,
- Your relationship with the defendant must comply with the law (see [Who are considered family and household members](#))?

**If you need assistance with understanding more about protective orders, shelters for battered persons, area resources and supports, and/or your rights, please visit the Victim Services Directory through the Office of the Attorney General for the State of Ohio by clicking [here](#) and locating your applicable county.**



	<b>On and Off Campus Resources for Victims of Sexual Assault, Dating Violence, Domestic Violence and Stalking</b>		
ON CAMPUS Resources	Type of Services Available	Service Provider	Contact Information
Counseling	Free counseling services for all NSCC students	Center for Child & Family Advocacy	Text NSCCHELP to 419.591.6487 or call to schedule an appointment
Counseling for Employees	Employee Assistance Program	Harbor Symmetry Wellness	Phone: 419-475-5338 or 800-422-5338
Health	Not available on campus		
Mental Health	Free counseling services for all NSCC students:  Depression, depression, stress, anxiety, or other issues	Center for Child & Family Advocacy	Text NSCCHELP to 419.591.6487 or call to schedule an appointment
Victim Advocacy	Free crisis intervention, information & referrals, and personal counseling to all NSCC Students	Center for Child & Family Advocacy	Text NSCCHELP to 419.591.6487 or call to schedule an appointment
Legal	Not available on campus		

<b>ON CAMPUS Resources</b>	<b>Type of Services Available</b>	<b>Service Provider</b>	<b>Contact Information</b>
Assistance			
Visa and Immigration Assistance	Not available on campus		
Student Financial Aid	Assistance with applying for grants, scholarships, federal work study, and student loans.	Financial Aid Office	22600 State Route 34, Archbold, OH 43502 Office C110 <a href="mailto:finaid@northweststate.edu">finaid@northweststate.edu</a> Phone: 419-267-1333 Fax: 419-267-5587
Campus Police Department	Law Enforcement (Make a report to the police; request any form of assistance)	A191 (in the Atrium)	Dial "3" from any campus telephone Also, dial 419-267-1452
<b>OFF CAMPUS Resources</b>	<b>Type of Services Available</b>	<b>Service Provider</b>	<b>Contact Information</b>
Counseling	Individual, Couples, and Family Therapy	The Center for Child and Family	419-592-0540
Counseling for	Employee Assistance Program	Harbor Symmetry Wellness	Phone: 419-475-5338 or 800-422-5338

ON CAMPUS Resources	Type of Services Available	Service Provider	Contact Information
Employees			
Health	The SART Clinic of Northwest Ohio's mission is to provide a consistent, competent, and caring response to survivors of sexual or domestic violence assaults. Our team is comprised of healthcare providers, victim advocates, law enforcement agencies and prosecuting attorneys. Survivors decide if they wish to work with all of the members of the SART clinic or only a portion, but our multidisciplinary team provides an overall therapeutic approach to a survivor's journey of recovery.	The SART Clinic of Northwest Ohio	During Business Hours: 419-592-0540 After hours/weekends: 1-800-782-8555 or 419-782-1100
Mental Health	Individual, Couples, and Family Therapy	The Center for Child and Family	419-592-0540
Victim Advocacy	The CCFA assists victims of all crimes. The victim advocate program of the Center for Child and Family Advocacy was established to respond to the	The Center for Child and Family	Henry County: 419-592-0540 Defiance County: 419-782-1314 Fulton County: 419-335-4255

ON CAMPUS Resources	Type of Services Available	Service Provider	Contact Information
	needs of adults who are residents of Defiance, Fulton, and Henry counties and are victims of domestic violence. The victim advocate is a trained professional who is available to offer emotional support and practical assistance to victims of all crimes and their families. In addition to emotional support, this service includes referrals to community justice and law enforcement systems.		Defiance County Family Justice Center: 419-782-1314 Defiance County Victim Assistance: 419-782-0911 Fulton County Family Justice Center: 419-592-0540 Henry County Family Justice Center: 419-592-0540 Paulding County Victim Assistance Unit: 419-399-4476 Williams County Victim Assistance: 419-636-6195
Legal Assistance	The CCFA assists victims of all crimes. The victim advocate program of the Center for Child and Family Advocacy was established to respond to the needs of adults who are residents of Defiance, Fulton, and Henry counties and are victims of domestic violence. The victim advocate is a trained professional who is available to offer emotional support and practical	The Center for Child and Family	Henry County: 419-592-0540 Defiance County: 419-782-1314 Fulton County: 419-335-4255 Defiance County Family Justice Center: 419-782-1314 Defiance County Victim Assistance: 419-782-0911 Fulton County Family Justice Center: 419-592-0540 Henry County Family Justice Center: 419-592-0540 Paulding County Victim Assistance Unit: 419-399-4476

ON CAMPUS Resources	Type of Services Available	Service Provider	Contact Information
	assistance to victims of all crimes and their families. In addition to emotional support, this service includes referrals to community justice and law enforcement systems.		Williams County Victim Assistance: 419-636-6195
Visa and Immigration Assistance	Visa Assistance; Passport Information, Embassy Information	U.S. Department of State	<a href="https://travel.state.gov/content/travel.html">https://travel.state.gov/content/travel.html</a>
Visa and Immigration Assistance	Citizen and Immigration Assistance	U.S. Department of Homeland Security	<a href="https://www.dhs.gov/topic/citizenship-and-immigration-services">https://www.dhs.gov/topic/citizenship-and-immigration-services</a>
Student Financial Aid	Assistance with applying for grants, scholarships, federal work study, and student loans.	Financial Aid Office	22600 State Route 34, Archbold, OH 43502 Office C110 <a href="mailto:finaid@northweststate.edu">finaid@northweststate.edu</a> Phone: 419-267-1333 Fax: 419-267-5587
Community Financial Aid for Anyone in Need of	Community Financial Aid, Housing Assistance, Food Assistance, Childcare Assistance, and employment Assistance	Ohio Department of Job and Family Services	<a href="https://jfs.ohio.gov/ocomm_root/1000OurServices.stm#FA-2">https://jfs.ohio.gov/ocomm_root/1000OurServices.stm#FA-2</a>

ON CAMPUS Resources	Type of Services Available	Service Provider	Contact Information
Help			
Henry County Sheriff's Department	Law Enforcement Assistance		123 E. Washington St., Napoleon, OH 43545 Phone: 419-592-8010
Maumee City Police (Toledo Satellite Campus)	Law Enforcement Assistance		109 E Dudley St., Maumee, OH 43537 Phone: 419-897-7040

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### What is Title IX?

Title IX is a federal law that prohibits sex-based discrimination in education programs and activities receiving federal financial assistance. "Education programs and activities" include all of a school's operations, including employment and school-sponsored athletics and activities (on or off campus).

Title IX protects students, employees and third parties with a relationship to the College, whether on or off-campus. This includes:

- Students (including high school students participating in Northwest State programs and visiting students)
- Faculty, staff, and interns
- Applicants for employment or education
- Campus visitors

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## What does Title IX prohibit?

It prohibits sex discrimination in educational institutions, programs and activities. This includes, but is not limited to:

- Quid pro quo and Hostile environment sexual harassment
- Sexual assault
- Domestic and dating violence
- Sex-based stalking
- Failing to provide appropriate accommodations, excused absences, or the like for a pregnant, parenting, or associated conditions student
- Treating a person differently based on marital or parenting status
- Harassment or discrimination on the basis of gender identity, gender expression, gender nonconforming status (including trans status), or sexual orientation

**Please see Policy 3-35 for the College's definitions of sexual harassment and 3-19 Equal Opportunity and Non-Discrimination/Anti-Harassment for the definitions or other prohibited forms of harassment and discrimination prohibited under Title IX that is non-sexual in nature.**

Here is a link to our institution's full policy and procedure to respond to sex-based harassment: <https://northweststate.edu/title-ix>

### How to File a Complaint with the U.S. Department of Education's Office for Civil Rights:

**Online:** You may file a complaint with OCR using OCR's electronic complaint form at the following website: <http://www.ed.gov/about/offices/list/ocr/complaintintro.html>.

**Mail or Facsimile:** You may mail or send by facsimile information to the address or phone number available at [this link](#). You may use OCR's [Discrimination Complaint Form](#) or write your own letter. If you write your own letter, please include:

**Email:** You may email OCR's [Discrimination Complaint Form](#) or your own signed letter to [ocr@ed.gov](mailto:ocr@ed.gov).