



Annual Security Report (ASR)

Hazelden Betty Ford Graduate School

Reporting Year: 2025

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Prepared by: Office of the President and Title IX Coordinator

Table of Contents

1. Introduction
2. Campus Security Authorities (CSA)
3. Reporting Crimes and Emergencies
4. Confidential Reporting Procedures
5. Timely Warnings and Emergency Notifications
6. Campus Facility Access and Security
7. Law Enforcement Authority and Relationships
8. Crime Statistics (2022-2024)
9. Drug and Alcohol Policies
10. Sexual Misconduct and Title IX
11. Disciplinary Procedures
12. Supportive Measures and Resources
13. Emergency Response and Evacuation Procedures
14. Annual Disclosure and Distribution
15. Appendices
 - a. Definitions
 - b. Center City Campus map

Introduction

In accordance with federal regulations under [34 CFR 668.46\(b\)](#) of the Campus Security Act of 1990, also known as the Jeanne Clery Act, Hazelden Betty Ford Graduate School (Graduate School) is required to publish and distribute an Annual Security Report (ASR) by October 1st each year. This report includes important information about campus safety, crime statistics, and institutional policies regarding alcohol, drugs, sexual misconduct, and emergency procedures.

This ASR includes statistics for the previous three years and includes crimes that occurred on campus, in certain off-campus buildings or property owned or controlled by the Hazelden Betty Ford Foundation (Foundation), and on public property within or immediately adjacent to and accessible from the campus.

The statistics are to be published annually and provided within all incoming student orientations. The report also includes institutional policies concerning campus security, such as policies concerning alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, and other matters.

Key Components of the ASR are:

- Campus security policies and procedures
- Crime statistics for the previous three years
- Policies on drug and alcohol
- Emergency response and evacuation procedures
- Sex discrimination and Title IX grievance procedures

All required policies and procedures are published in the link or location where the handbook is posted. Please review the following sections for details:

- [Campus Security](#) (Section 6, page 64)
- [Safety and Emergency Procedures](#) (Section 6, page 66)
- [Sex Discrimination Policy & Title IX Grievance Procedures](#) (Appendix)
- [Drug and Alcohol Policy](#) (Section 5, page 32)
- [Incident Reporting](#) (Section 6, page 56)

For definitions, please refer to the appendix.

Campus Security Authorizations (CSAs)

If students and employees experience or witness a Clery-reportable crime, please contact one of the following Campus Security Authorities (CSAs):

- Jenna Koski, Title IX Coordinator (651-213-4790 or TitleIX@hazeldenbettyford.edu)
- Dr. Kevin Doyle, President & CEO (651-213-4863 or KDoyle@hazeldenbettyford.edu)
- LeAnn Brown, Dean of Student Affairs (651-213-4092 or LTBrown@hazeldenbettyford.edu)
- Dr. Jennifer Rio, Interim Dean of Academic Affairs (651-213-4934 or JRio@hazeldenbettyford.edu)

CSAs receive annual training on Clery-reportable crimes, reporting procedures, and confidentiality protocols. Their role is to ensure timely and accurate reporting of incidents that impact campus safety.

Reporting Crimes and Emergencies

To report an **EMERGENCY, DIAL 911** immediately (for a crime in progress, bomb threat, medical emergency, suspicious persons or unusual behavior, etc.).

To report a crime that is not an emergency, contact the Foundation's security number at 651-213-3600 or the Chisago County Sheriff's Office at 651-257-4100 (Dispatch) or 651-213-6301.

Confidential Reporting Procedures

The Foundation's centrally managed phone number, 651-213-3600, is a voluntary, confidential reporting system available to report criminal acts, all emergencies, or suspected risk factors. Reports are screened through the Foundation's Medical Unit and referred to the appropriate resource for immediate intervention and/or referral to the appropriate resource. The phone reports are recorded as part of the Annual Crime Statistics Report through the Foundation's Human Resources.

The Graduate School encourages students to report acts of misconduct to a faculty or staff member, or through the ETHICS Connection, a confidential third-party resource available 24 hours a day, by calling 866-895-4115 or visiting <https://secure.ethicspoint.com/domain/media/en/gui/49714/index.html>

For more information on the ETHICS Connection, visit the [FAQ](#).

To report an emergency, dial 911.

Timely Warnings and Emergency Notifications

The Graduate School encourages all students, faculty, staff, and visitors to promptly and accurately report any suspected or actual criminal activity, emergencies, or suspicious behavior to campus security or local law enforcement. Prompt reporting

ensures that appropriate action can be taken to protect the safety and well-being of the campus community, and that incidents are properly documented in accordance with federal and institutional requirements. Reports can be made directly to campus security at 651-213-3600 or, in the case of an emergency, by dialing 911.

It is the policy of the Graduate School to immediately notify the campus community of any reported crime(s), emergencies, or dangerous situations that are determined to pose an imminent threat to the health or safety of the campus community. Means of notification may include campus-wide email and/or postings.

Campus Facility Access and Security

Campus facilities and buildings are generally open to the campus community during business hours; guests visiting the campus are required to sign in at designated areas and wear a nametag. Students and employees on the Center City campus are required to wear official name tags.

Law Enforcement Authority and Relationships

The Graduate School, in cooperation with the Foundation, provides protection of buildings, property, and parking lots. The Foundation investigates crimes, alarms, suspicious incidents and persons and provides responses to medical and fire incidents on premises.

In accordance with mandated reporting requirements, information concerning the monitoring and recording of any criminal activity in which students engaged at off-campus locations and/or within student organizations that are officially recognized by the Graduate School, are gathered from local police agencies. These agencies include any city, county, state, or federal agencies that may have relevant information.

Crime statistics are compiled by the Foundation’s Human Resource Department’s Title IX Coordinator from campus security logs, local law enforcement agencies, and CSA reports. All incidents are reviewed for accuracy and categorized according to the FBI’s Uniform Crime Reporting (UCR) program.

Please note, beginning with the 2024 reporting year, the Graduate School expanded its Clery geography to include non-campus buildings and property. As a result, non-campus statistics are newly reported starting in 2024.

Crime Statistics

Criminal Offenses – On campus

Criminal Offense	Total Occurrences On Campus
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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
Simple assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

Hate Crimes – On campus (2023)

Criminal offense	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
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
Simple assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

Hate Crimes – On campus (2022)

Criminal offense	Total	Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
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Murder/Non-negligent manslaughter	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
Simple assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0	0	0	0

VAWA (Violence Against Women Act) Offenses – On Campus

Crime	Total Occurrences On Campus		
	2022	2023	2024
Domestic violence	0	0	0
Dating violence	0	0	0
Stalking	0	0	0

VAWA Offenses – Non-Campus

Crime	Total Occurrences in or on Non-campus buildings or property		
			2024
Domestic violence			0
Dating violence			0
Stalking			0

VAWA Offenses – Public Property

Crime	Total Occurrences on Public Property		
	2022	2023	2024
Domestic violence	0	0	0

Dating violence	0	0	0
Stalking	0	0	0

Arrests – On Campus

Crime	Number of Arrests		
	2022	2023	2024
Weapons: carrying, possessing, etc.	0	0	0
Drug abuse violations	0	0	0
Liquor law violations	0	0	0

Arrests – Non-Campus

Crime	Number of Arrests		
			2024
Weapons: carrying, possessing, etc.			0
Drug abuse violations			0
Liquor law violations			0

Arrests – Public Property

Crime	Number of Arrests		
	2022	2023	2024
Weapons: carrying, possessing, etc.	0	0	0
Drug abuse violations	0	0	0
Liquor law violations	0	0	1

Disciplinary Actions – On Campus

Crime	Number of persons referred for Disciplinary Action		
	2022	2023	2024
Weapons: carrying, possessing, etc.	0	0	0
Drug abuse violations	0	0	0
Liquor law violations	0	0	0

Disciplinary Actions – Non-Campus

Crime	Number of persons referred for Disciplinary Action		
			2024
Weapons: carrying, possessing, etc.			0

Drug abuse violations			0
Liquor law violations			0

Disciplinary Actions – Public Property

Crime	Number of persons referred for Disciplinary Action		
	2022	2023	2024
Weapons: carrying, possessing, etc.	0	0	0
Drug abuse violations	0	0	0
Liquor law violations	0	0	0

Unfounded Crimes

	Number		
	2022	2023	2024
Total Unfounded Crimes	0	0	0

Drug and Alcohol Policy

The Graduate School and Foundation strictly prohibit the unlawful manufacture, distribution, possession, or use of controlled substances—including alcohol, cannabis, narcotics, stimulants, depressants, and hallucinogens—on any Foundation property or during work-related activities. Alcohol and non-prescription drug use is not permitted during working hours, and consumption is discouraged during Foundation business.

Individuals responsible for patient or client care must not be under the influence of any substance that could impair their ability to provide services. Violations may result in immediate removal from duties, disciplinary action (including expulsion or termination), and possible criminal charges. Parents of students under 21 will be notified of any alcohol or drug use.

Disciplinary action may include expulsion or termination from academic programs. In addition, violation may result in local, state, and/or federal criminal charges.

Students facing alcohol or drug-related challenges are encouraged to contact the Dean of Academic Affairs or the Student Success Advisor for support. The Graduate School's Student Assistance Program (SAP) offers confidential, voluntary help to assess the severity of substance-related issues and connect students with appropriate services, including outpatient counseling, residential treatment, and continuing care.

While initial counseling sessions are free, students are responsible for any further treatment costs, either personally or through insurance.

SAP provides:

- Multiple face-to-face or virtual counseling sessions per incident
- 24/7 behavioral health support
- Access via 1-800-383-1908 or through the Student Support Site

Sexual Misconduct and Title IX

Every effort is made to ensure that our campus environment promotes and assists in prompt reporting of sexual assaults, domestic violence, dating violence, and/or stalking and provides compassionate support services for survivors. Prompt reporting of sexual assaults, domestic violence, dating violence, and/or stalking is encouraged either by the victim or a third party who can assist them. Sexual assault includes, but is not necessarily limited to, acts or attempted acts of rape, forced sodomy, forced oral copulation, rape by foreign object, sexual battery, and acquaintance/date rape. Safety and sexual assault prevention are topics addressed during the new student orientation.

Victims are encouraged to preserve evidence necessary to the proof of criminal domestic violence, dating violence, sexual assault, or stalking.

Sexual assaults, domestic violence, dating violence, and stalking may be reported to any of the following agencies, which provide a variety of support options and resources:

- In the event of an emergency: 911
- Human Resources 651-213-4900
- Hazelden Betty Ford's Center City security number 651-213-3600
- Faculty Advisor or Dean of Academic Affairs (as applicable) or President/CEO
- Chisago County Sheriff Office 651-257-4100 (Dispatch) or 651-213-6301
- Fairview Lakes Regional Medical Center Emergency Room 5200 Fairview Blvd. Wyoming, MN 55092
- School referral to expedite clinic appointment at 651-982-7300

Legal options: Any person who has been sexually assaulted has several legal options:

- Criminal prosecution against the assailant
- Civil prosecution against the assailant
- The Graduate School's disciplinary procedure if the assailant is an employee or student

Victims are provided with assistance in changing academic situations if requested of the Dean of Academic Affairs and if options are reasonably available, regardless of whether the victim reports the crime to the local law enforcement. Assistance may include, among other options, moving a student to a different section of a course.

Disciplinary Procedures

The Graduate School's disciplinary process is designed to protect the campus community while supporting the personal and social development of students. Students are expected to follow institutional policies, Minnesota Office of Higher Education (MNOHE) standards, and all applicable laws. Violations may result in both institutional and legal consequences, though the school's disciplinary actions are not intended to duplicate civil penalties.

Disciplinary proceedings are educational in nature and emphasize fair play. Students are encouraged to resolve concerns at the lowest level possible. Discipline meetings aim to help students reflect on their behavior, understand its causes, and make better decisions moving forward.

Complaints may be submitted by any community member. Non-sexual misconduct complaints are directed to the Dean of Academic Affairs, who may investigate and resolve them administratively. If unresolved, the Dean determines disciplinary actions, with a 14-day window for reconsideration. Sexual misconduct complaints follow the procedures outlined in the Sex Discrimination Policy & Title IX Grievance Procedures.

Sanctions may include:

- Verbal or written warnings
- Suspension (temporary removal)
- Expulsion (permanent removal)
- Sanctions are applied at the discretion of the Graduate School.

Supportive Measures and Resources

Supportive Measures may include: counseling, extensions of academic or other deadlines, course-related adjustments, modifications to work or class schedules, campus escort services, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of campus, and other similar measures. Supportive Measures may also include mutual restrictions on contact between the parties implicated by a report.

Supportive Measures are available regardless of whether the individual chooses to report the crime to local law enforcement. The Graduate School will maintain the confidentiality of Supportive Measures provided to either a Complainant or Respondent, to the extent that maintaining such confidentiality does not impair the Graduate School's ability to provide the Supportive Measures in question.

Emergency Response and Evacuation Procedures

It is the policy of the Graduate School to immediately notify the campus community of any reported crime(s), emergencies, or dangerous situations that are determined to pose an imminent threat to the health or safety of the campus community. Means of notification may include campus-wide email and/or postings. Reports of a lesser nature (e.g., personal property thefts) may be posted as notices within the campus facility.

In the event that the Foundation's emergency alarm system is activated, students are expected to follow directions or other alerts to evacuate the building or seek shelter.

Always follow procedures as directed and remember that personal safety is paramount and takes precedent.

In the event of a fire, fire drill or related emergency (Code Red), students will follow the Fire and Emergency Evacuation Procedures Guide communicated to them during new student orientation while being observant to emergency signs and auditory alarms. Emergency signs are posted in common areas within the Graduate School. Exits and fire extinguishers are located on each floor. Students are also expected to report any fire immediately to 651-213-3600.

Annual Disclosure and Distribution

This notification is emailed annually to current students, faculty, and staff; and kept on the Graduate School's website for prospective students in accordance with federal regulations to ensure transparency and campus safety. This report is available in paper copy upon request to ensure accessibility for all members of the campus community.

This report is published in compliance with the Jeanne Clery Act and Section 485(f) of the Higher Education Act. All statistics and policies are reported in accordance with federal regulations under 34 CFR 668.46.

Appendices

- Definitions
- Campus maps

Definitions

Annual Security Report (ASR).

A federally mandated report that includes campus crime statistics and institutional policies on safety and security, published annually by October 1st.

Business day.

Monday through Friday, excluding any day when the institution is closed.

Campus.

- (i) Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and
- (ii) Any building or property that is within or reasonably contiguous to the area identified in paragraph (i) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

Campus security authority.

- (i) A campus police department or a campus security department of an institution.
- (ii) Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department under paragraph (i) of this definition, such as an individual who is responsible for monitoring entrance into institutional property.
- (iii) Any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses.
- (iv) An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. If such an official is a pastoral or professional counselor as defined below, the official is not considered a campus security authority when acting as a pastoral or professional counselor.

Clery act.

A federal law requiring colleges and universities to disclose information about crime on and around their campuses. It is named after Jeanne Clery, a student who was tragically murdered in her dorm room in 1986.

Clery geography.

- (i) For the purposes of collecting statistics on the crimes listed in [paragraph \(c\)](#) of this section for submission to the Department and inclusion in an institution's annual security report, Clery geography includes—
 - (A) Buildings and property that are part of the institution's campus;
 - (B) The institution's noncampus buildings and property; and
 - (C) Public property within or immediately adjacent to and accessible from the campus.
- (ii) For the purposes of maintaining the crime log required in [paragraph \(f\)](#) of this section, Clery geography includes, in addition to the locations in paragraph (i) of this definition, areas within the patrol jurisdiction of the campus police or the campus security department.

Consent.

In Minnesota, consent is defined as words or overt actions by a person indicating a freely given present agreement to perform a particular sexual act. Silence or lack of resistance does not constitute consent.

Dating violence.

Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

- (i) The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- (ii) For the purposes of this definition—
 - (A) Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

(B) Dating violence does not include acts covered under the definition of domestic violence.

(iii) For the purposes of complying with the requirements of this section and [§ 668.41](#), any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Disciplinary action.

Institutional proceedings initiated in response to violations of campus policy or law, which may result in sanctions such as warnings, suspension, or expulsion.

Domestic violence.

(i) A felony or misdemeanor crime of violence committed—

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

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

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

(D) By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, or

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

(ii) For the purposes of complying with the requirements of this section and [§ 668.41](#), any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

Emergency notification.

A broader alert issued for any significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees.

Federal Bureau of Investigation's (FBI) Uniform Crime Reporting (UCR) program.

A nationwide, cooperative statistical effort in which city, university and college, county, State, Tribal, and federal law enforcement agencies voluntarily report data on crimes brought to their attention. The UCR program also serves as the basis for the definitions

of crimes in Appendix A to this subpart and the requirements for classifying crimes in this subpart.

Hate crime.

A crime reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. For the purposes of this section, the categories of bias include the victim's actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, and disability.

Hierarchy Rule.

A requirement in the FBI's UCR program that, for purposes of reporting crimes in that system, when more than one criminal offense was committed during a single incident, only the most serious offense be counted.

Noncampus building or property.

- (i) Any building or property owned or controlled by a student organization that is officially recognized by the institution; or
- (ii) Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

Pastoral counselor.

A person who is associated with a religious order or denomination, is recognized by that religious order or denomination as someone who provides confidential counseling, and is functioning within the scope of that recognition as a pastoral counselor.

Professional counselor.

A person whose official responsibilities include providing mental health counseling to members of the institution's community and who is functioning within the scope of the counselor's license or certification.

Programs to prevent dating violence, domestic violence, sexual assault, and stalking.

- (i) Comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking that—
 - (A) Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research or assessed for value, effectiveness, or outcome; and
 - (B) Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels.
- (ii) Programs to prevent dating violence, domestic violence, sexual assault, and stalking include both primary prevention and awareness programs directed at incoming students and new employees and ongoing prevention and awareness campaigns directed at students and employees, as defined in [paragraph \(j\)\(2\)](#) of this section.

Public property.

All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

Referred for campus disciplinary action.

The referral of any person to any campus official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction.

Sexual assault.

An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's UCR program and included in Appendix A of this subpart.

Stalking.

- (i) Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—
 - (A) Fear for the person's safety or the safety of others; or
 - (B) Suffer substantial emotional distress.
- (ii) For the purposes of this definition—
 - (A) **Course of conduct** means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any

action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.

(B) **Reasonable person** means a reasonable person under similar circumstances and with similar identities to the victim.

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

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

Supportive measures.

Non-disciplinary, non-punitive individualized services offered to complainants and respondents in Title IX cases. These may include academic accommodations, counseling, and changes in housing or work schedules.

Test.

Regularly scheduled drills, exercises, and appropriate follow-through activities, designed for assessment and evaluation of emergency plans and capabilities.

Timely warning.

A notification issued to alert the campus community about Clery Act crimes that pose a serious or continuing threat to students and employees.

Unfound crime.

A reported crime that, after investigation by law enforcement, is determined to be false or baseless. These must still be documented in the ASR.

VAWA offenses

Crimes covered under the Violence Against Women Act:

- (i) Domestic Violence: A felony or misdemeanor crime of violence committed by a current or former spouse, intimate partner, or cohabitant.
- (ii) Dating Violence: Violence committed by someone who is or has been in a romantic or intimate relationship with the victim.

(iii) Stalking: Engaging in conduct directed at a specific person that would cause a reasonable person to fear for their safety or suffer substantial emotional distress.

Center City Campus Map

Center City Campus Map

