



Southern
New Hampshire
University

ANNUAL SECURITY AND FIRE SAFETY REPORT

**For the Students, Faculty and Staff
of Southern New Hampshire University**

Reported September 2026

The information in this report is provided in compliance with the Jeanne Clery Campus Safety Act. This report contains crime and fire statistics for 2023, 2024, & 2025 and related policies and procedures for the 2026-2027 Academic Year.

SOUTHERN NEW HAMPSHIRE UNIVERSITY
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Table of Contents

Contents

Introduction	5
Crime Statistics Collection, Classification, and Counting.....	5
<i>Collecting Information for this Report.....</i>	5
<i>Campus Security Authorities.....</i>	5
<i>Classifying and Counting Crimes</i>	7
<i>Hierarchy Rule</i>	8
<i>Definitions of Reportable Clery Act Crimes</i>	8
<i>Definitions of Clery Geography</i>	13
<i>Official Clery Geography Map</i>	14
Southern New Hampshire University Campus Clery Geography	14
<i>Southern New Hampshire University Campus Crime Statistics Reported for 2023, 2024, and 2025.....</i>	15
<i>Non-Campus Locations.....</i>	18
<i>Daily Crime Logs.....</i>	24
Policy Statements	24
<i>Campus Law Enforcement and Security</i>	24
Safety and Security Information.....	24
Cooperative Law Enforcement Functions.....	25
<i>Crime and Emergency Reporting</i>	25
On Campus Reporting.....	25
Off Campus Reporting.....	26
Reporting a Crime	26
Confidential Reporting Procedures	26
Whistleblower Policy	27
Reporting Laws and Policies	27
Voluntary, Confidential Crime Reporting Procedures by Pastoral and Professional Counselors.....	27
Timely Warnings and Emergency Notifications	28
<i>Timely Warnings.....</i>	28
<i>Emergency Notifications</i>	29
Campus Emergency Response and Evacuation	32
Emergency Response.....	32
Evacuations.....	32
Security of and Access to Campus Facilities	32
<i>Building Security and Access.....</i>	32
<i>Security Considerations Used in the Maintenance of Campus Facilities.....</i>	33
Surveillance Cameras.....	33
Emergency Signage.....	33

Emergency Phones.....	33
Lighting Surveys.....	33
Crime Prevention Surveys	33
Facilities Operations	34
Contractor Safety Program	34
Guest Registration	34
<i>Crime Prevention Resources and Services, Educational Opportunities, and Where to Go for Assistance</i>	34
<i>Campus Security and Crime Prevention Education.....</i>	35
Education opportunities offered at least annually for students include:.....	35
Education opportunities for staff and faculty include:	35
<i>Violence Against Women Prevention/Education</i>	35
<i>Campus Safety: A Shared Responsibility</i>	36
<i>Missing Student Notification Procedures</i>	36
<i>Drug and Alcohol Policy</i>	37
Description of Health Risks Associated with Alcohol and Drugs.....	37
Alcohol and its Effects on the Body	37
Drugs and Their Effects on the Body	38
Alcohol/Drug Assistance Services	38
Federal Drug Laws.....	39
New Hampshire State Laws	39
(DWI) Driving While Intoxicated and (DUI) Driving Under the Influence (New Hampshire).....	40
<i>Overview of Alcohol and Other Drug Education Offered by the Wellness Center</i>	40
<i>University Community Resources</i>	41
<i>Summary of Legal Sanctions for the Unlawful Possession or Distribution of Illicit Drugs and Alcohol Provided in Compliance with the Drug-Free Schools and Communities Act.....</i>	41
New Hampshire Alcohol Laws.....	41
New Hampshire Controlled Substances Laws	42
Federal Controlled Substances Laws.....	42
<i>Hazing Policy.....</i>	43
<i>How To Report Hazing Incidents.....</i>	44
<i>Investigation Of Hazing Reports</i>	44
<i>New Hampshire Hazing Laws</i>	44
<i>Prevention and Education Awareness Trainings</i>	45
Campus Hazing Transparency Report	45
<i>Sexual Assault, Domestic Violence, Dating Violence, and Stalking.....</i>	46
Definitions	46
Prevention and Education Awareness Trainings	49
General Safety Tips	50
Assistance for Victims	53
Procedures for Reporting a Complaint	54

Interim Actions and Supportive Measures	55
Timeframe for Response Process	56
Investigation Process	56
Hearing	57
Sanctions	57
Protective Measures	58
Evidentiary Standard in Sexual Misconduct Complaints	59
Notice to Parties	59
Rights to Appeal	59
Retaliation Policy	60
Campus Sex Crime Prevention Act and Duty to Report	60
Availability of Information to the Public	61
Uniform Crime Reports	61
Disclosure to Alleged Victims of Crimes of Violence to Include Sex Offense	61
Student Conduct Discipline Process	61
Annual Fire Safety Report	67
Fire Safety Disclosures	67
Where to Report a Fire	67
Fire Log	67
Fire Protection and Prevention	67
SNHU On Campus Student Housing Fire Safety Systems	68
Statistics and Related Information Regarding Fires in Residential Facilities	68
Fire Safety Education and Training	69
Fire Safety Related Policies and Procedures	69
Flammable Materials and Fireworks	70
Grills	70
Residence Life Policies on Portable Appliances, Smoking, and Open Flames	70
Health & Safety Regulations	71
Plans for Future Improvements in Fire Safety	71
SNHU Emergency Evacuation	71
Procedures for individuals without need of assistance:	71
Emergency Building Evacuation for People with Disabilities	72
Specific Guidelines for Assisting Those with a Disability:	72

Introduction

The Annual Security Report is mandated by the Jeanne Clery Campus Safety Act of 1998 (Clery Act) and informs the campus community of crimes occurring within Southern New Hampshire University's (University) geography in the three most recent calendar years. This report contains crime statistics for calendar years 2023, 2024, and 2025 and related policies and procedures for the 2026-2027 Academic Year. It has been prepared by the Department of Public Safety using data supplied by a variety of sources including the University's Department of Public Safety, Community Standards Office, Campus Security Authorities and local Law Enforcement.

The purpose of the Annual Security Report is to provide our campus community with information needed to make informed decisions about personal safety. Campus geography crime statistics are provided along with related policies, procedures, resources, and programs of the University. The Annual Fire Safety Report is also included and contains fire statistics, fire safety systems, and related policies and procedures.

Each fall, e-mail notification is made to all enrolled students and employees that provides the website address to access the [Clery report](#). Paper copies may be obtained in person at the Department of Public Safety located in the Hospitality Center on the Main Campus at 2500 North River Road, Manchester, NH. You may also obtain a copy by calling the Department of Public Safety at (603) 645.9700 or by email at safety@snhu.edu.

The Annual Security Report and the crime statistics are updated annually.

Crime Statistics Collection, Classification, and Counting

Collecting Information for this Report

The preparation of crime statistics on an annual basis involves coordination among the Department of Public Safety, Office of Community Standards, and local police departments, which have jurisdiction on campus and in public areas adjacent to campus, to collect statistics. This coordination also occurs in statistical data gathering from Campus Security Authorities (defined below). A case management team reviews reports and crime statistics to ensure proper classification of the statistics and determines whether a report meets the criteria for inclusion in the annual statistics provided below. An audit process is in place to avoid double counting of the same crime reported to multiple officials and to verify the accuracy of reports when possible. Even without substantiation, crimes are counted in the annual statistics included in this report unless they are unfounded by a sworn law enforcement agency.

Not all agencies respond to requests for crime statistics or could not provide crime statistics as requested. Every effort has been made to include all reportable crime statistics for the most recent 3- year period.

Campus Security Authorities

As defined by the Clery Act, a federal law codified at 20 U.S.C. § 1092(f), a Campus Security Authority (CSA) is: (1) A campus police department or a campus security department of an institution. (2) 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 (1) of this definition, such as an individual who is responsible for monitoring entrances into institutional property. (3) 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. (4) An official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student conduct, and campus judicial proceedings. If such an official is a pastoral or professional counselor, the official is not considered a campus security authority when acting as a pastoral or professional counselor.

CSA's include, but are not limited to, Public Safety, Student Affairs, senior staff members in Residence Life, Office of Student Involvement, Athletics, Director of Civil Rights and Title IX Compliance, senior staff members in Human Resources, building monitors, local police departments, contract and event security, anyone designated as a reporting authority in our policies, and anyone who has significant responsibility for student and campus activities including housing, student conduct, and student hearings. All Resident Assistants (RA's), Residence Directors (RD's), and athletic team coaches are CSA's. Crimes reported to CSA's are communicated to Public Safety. CSA's are reminded annually by email of their duty to immediately report crimes for statistical and timely warning purposes and are provided annual training. The following positions, offices, or organizations meet the federal definition of a Campus Security Authority. The list is intended to be comprehensive, but certain positions may not have been specifically listed.

- Department of Public Safety
- Security officers, including contract security and access control monitors
- Dean of Student Affairs
- Director of Community Standards
- Director of Residence Life and professional staff
- Resident Directors
- Resident Assistants
- Director of Athletics and professional staff
- Athletic Coaches
- Director of International Student Services and professional staff
- Director of Student Involvement and professional staff
- Director of Campus Accessibility Center and Professional Staff
- Director of Civil Rights and Title IX Compliance
- Senior Human Resources professional staff

There are two types of individuals who, although they may have significant responsibility for student and campus activities, are not Campus Security Authorities under the Clery Act:

- **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 institutions community and who is functioning within the scope of the counselor's license or certification.

Classifying and Counting Crimes

Crimes that must be disclosed per the Clery Act are listed in the chart below. The Clery Act also specifies how crimes are to be counted. For liquor, drug, and weapon offenses, crimes must be reported for arrests and for disciplinary referrals. This distinction is an attempt to reflect the actual impact of liquor, drug, and weapons violations even when the violation does not result in arrest.

Crime:	Count by Number of:
Murder/Non-Negligent Manslaughter	Victims
Manslaughter by Negligence	Victims
Sexual Assault (Rape, Fondling, Incest, Statutory Rape)	Victims
Robbery	Incidents
Aggravated Assault	Victims
Burglary	Incidents
Motor Vehicle Theft	Vehicles
Arson	Point(s) of Origin
Hate Crimes	Incidents based on perception of perpetrator
Liquor, Drug, and Weapon Law Violations	Arrests
Liquor, Drug, and Weapon Law Violations	Referrals
Domestic Violence	Victims
* Dating Violence	Victims
Stalking	Victims
Hazing	Incidents

*Beginning with the 2025 calendar year, all dating violence incidents will be counted as domestic violence because individuals who are or have been in a romantic or intimate social relationship are protected under New Hampshire domestic violence laws.

Hierarchy Rule

The Clery Act requires the Hierarchy Rule when counting multiple offenses. Under this rule, when more than one criminal offense is committed during a single incident, only the most serious offense is counted. A single incident means that the offenses were committed at the same time and place. The chart above lists the crimes in order of hierarchy. For example, if a person murdered someone while committing robbery, only the murder would be counted for Clery Act statistics.

Exceptions to the Hierarchy Rule exist for Arson, Sexual Assaults, Hate Crimes, and Violence Against Women Act (VAWA) offenses. These offenses are always counted. The Stop Campus Hazing Act added Hazing as a reportable offense that also acts as an exception to the Hierarchy Rule.

Definitions of Reportable Clery Act Crimes

Federal and state laws and regulations and University policies each provide definitions for sexual assault, sexual misconduct, dating violence, domestic violence, and stalking. Sometimes these definitions differ. State definitions are used by police and prosecutors to determine if a crime has been committed in the state. The University generally models its definitions from state law, but there may be some differences. University policy definitions are used to determine whether there have been Student Conduct violations and these definitions control whether University remedies or sanctions will be imposed.

The definitions prescribed by the Clery Act, a federal law, are used by all institutions in the United States to classify and report crimes under the Clery Act. The Violence Against Women Act of 2013 modified the definitions of some of the sexual offenses, including the definition of rape. It is important to note the definitions and changes in order to better understand how to interpret the statistical data. The following are Clery Act definitions:

Murder and Non-Negligent Manslaughter: the willful (non-negligent) killing of one human being by another.

Manslaughter by Negligence: the killing of another person through gross negligence.

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

- a) **Rape:** The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This definition includes either gender of victim or offender. Sexual penetration means the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, or by a sex-related object. This definition also includes instances in which the victim is incapable of giving consent because of temporary or permanent mental or physical incapacity (including due to the influence of drugs or alcohol) or because of age. Physical resistance is not required on the part of the victim to demonstrate lack of consent.
- b) **Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, without consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- c) **Incest:** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- d) **Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent. (There is no force or coercion used in Statutory Rape; the act is not an attack. It should be classified as Statutory Rape based on the state's Statutory Rape laws.)

- a. **In New Hampshire, sexual consent is defined as:** Age of consent in NH is 16 (under the age of 16, if that person is the other person's legal spouse).
- b. **Consent** – Consent is the equal approval, given freely, willingly, and knowingly of each participant to desired sexual involvement. Consent is an affirmative, conscious decision indicated clearly by words or actions-to engage in mutually accepted sexual contact. A person forced to engage in sexual contact by force, threat of force, or coercion has not consented to contact. Coercion includes unreasonably pressuring another to engage in sexual activity. Lack of mutual consent is the crucial factor in any sexual misconduct. Consent to some form of sexual activity does not necessarily constitute consent to another form of sexual activity. Silence without demonstrating permission does not constitute consent.

Consent CANNOT be given if a person's ability to resist or consent is incapacitated because of a mental illness or physical condition or if there is a significant age or perceived power differential. Incapacitation is a state in which someone cannot make rational, reasonable decisions because the person lacks the capacity to give knowing consent (e.g., to understand the "who, what, when, where, why or how" of their sexual interaction). Examples include, but are not limited to being:

- a) unconscious,
- b) frightened,
- c) physically or psychologically pressured or forced,
- d) intimidated,
- e) incapacitated because of a psychological health condition,
- f) incapacitated because of voluntary intoxication, or
- g) incapacitated because of the deceptive administering of any drug, intoxicant or controlled substance.

Robbery: The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated Assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

Burglary: The unlawful entry of a structure to commit a felony or a theft.

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle.

Arson: Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

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

Under the *Clery Act*, there are eight categories of bias:

- a) **Race:** A preformed negative attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair; facial features, etc., genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind, e.g., Asians, blacks or African Americans, whites.

- b) **Religion:** A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being, e.g., Catholics, Jews, protestants, atheists.
- c) **Sexual Orientation:** A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation.
- d) **Gender:** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.
- e) **Gender Identity:** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non- conforming individuals.
- f) ***Ethnicity:** A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry.
- g) ***National Origin:** A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth.
- h) **Disability:** A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

**The categories of Ethnicity and National Origin are combined in Clery Act reporting because the Education Department has not yet offered a definition for each term and the FBI combines these categories when reporting hate crimes.*

The University is required to report statistics for hate/bias crimes by the type of bias for the prior listed offenses (see definitions above) as well as the crimes of larceny, simple assault, intimidation and vandalism (see definitions below). The below listed crimes are not Clery reportable crimes unless the crime was motivated by bias.

- a) **Larceny-Theft:** The unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another. Constructive possession is "control or dominion over a property without actual possession or custody of it".
- b) **Simple Assault:** An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor 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.
- c) **Intimidation:** To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
- d) **Vandalism/Destruction of Property:** To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

A hate or bias related crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias. For example, a subject assaults a victim, which is a crime. If the facts of the case indicate that the offender was motivated to commit the offense because of his bias against the victim's race, sexual orientation, etc. the assault is then also classified as a hate/bias crime.

Dating Violence: The term “dating violence” means 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.

Domestic Violence: The term “domestic violence” includes

(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.

Stalking: The term “stalking” means engaging in a course of conduct directed at a specific person that would cause a reasonable person to—(A) fear for the person's safety or the safety of others; or (B) suffer substantial emotional distress.

For 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.

Hazing: Any intentional, knowing, or reckless act committed by a person (whether individually or in concert with other persons) against another person or persons regardless of the willingness of such other person or persons to participate, that:

(A) is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in, a student organization; and

(B) causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as the physical preparation necessary for participation in an athletic team), of physical or psychological injury including

- a. whipping, beating, striking, electronic shocking, placing of a harmful substance on someone's body, or similar activity;
- b. causing, coercing, or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics, or other similar activity;
- c. causing, coercing, or otherwise inducing another person to consume food, liquid, alcohol, drugs, or other substances;
- d. causing, coercing, or otherwise inducing another person to perform sexual acts;
- e. any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct;
- f. any activity against another person that includes a criminal violation of local, State, Tribal, or Federal law; and
- g. any activity that induces, causes, or requires another person to perform a duty or task that involves a criminal violation of local, State, Tribal, or Federal law."

(C) **A student organization** is defined as "an organization at an institution of higher education (such as a club, society, association, varsity or junior varsity athletic team, club sports team, fraternity, sorority, band, or student government) in which two or more of the members are students enrolled at the institution of higher education, whether or not the organization is established or recognized by the institution".

Arrest: Persons processed by arrest, citation or summons.

Referred for disciplinary action: The referral of any person to any official who initiates a disciplinary action of which a record is established, and which may result in the imposition of a sanction.

Weapons: Carrying, Possessing, Etc.: The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons. This classification encompasses weapon offenses that are regulatory in nature.

Drug Abuse Violations: The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.

Liquor Law Violations: The violation of state or local laws or ordinances prohibiting the manufacture, sale,

purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness.

Unfounded Crimes: If in the case of a particular incident, sworn or commissioned law enforcement personnel make a formal determination that the report is false or baseless (that the incident could not have occurred or did not occur, i.e., a false report), the crime is considered unfounded for Clery Act purposes. .

Definitions of Clery Geography

The Clery Act requires institutions to disclose crime statistics for reportable crimes based on where the crimes occurred. Institutions must differentiate between crimes that occur on campus, on public property within or immediately adjacent to the campus, and in or on noncampus building or property that institutions own or control. The following is a list of location definitions provided for better understanding of how statistics are counted and categorized.

On Campus - Any building or property owned or controlled by an institution within the same reasonable 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

Any building or property that is within or reasonably contiguous to paragraph (1) of this definition, that is owned by the institution and controlled by another person, is frequently used by students, and supports institutional purposes (such as food or other retail vendor).

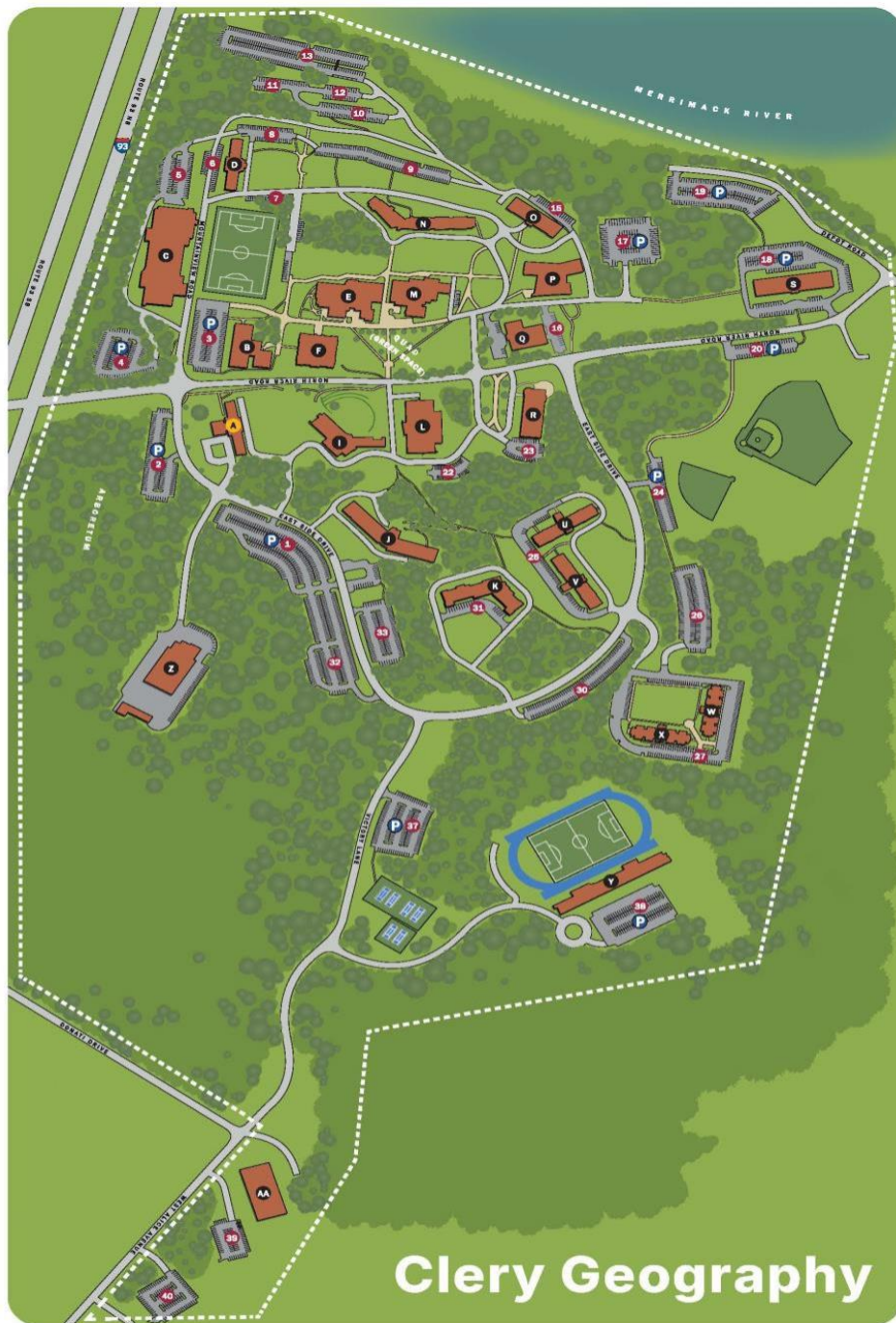
On Campus Residential Facilities – Any student housing facility that is owned or controlled by the institution or is located on property that is owned or controlled by the institution, and is within the reasonable contiguous geographic area that makes up the campus. "On Campus Residential Facilities" is a subset of the on-campus category.

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.

Noncampus Building or Property - Any building or property owned or controlled by a student organization that is officially recognized by the institution; or 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. SNHU has interpreted "frequently used by students" to mean 5 consecutive days or more at any location.

Official Clery Geography Map

Southern New Hampshire University Campus Clery Geography



Building Directory

- R** Academic Center
UC Administration
- C** Athletic Complex
Stan Spirou Field House
Penmen Room
- B** Belknap Hall
- P** Paul J. LeBlanc Hall
- AA** SETA Annex
- X** Conway Hall
- L** Dining Center
Banquet Facilities
- I** Edward S. Wolak Library
Learning Commons
- A** Gustafson Center
Admissions
Career Development
Alumni Engagement
Student Financial Services
- U** Hampton Hall
- Q** Hospitality Center
Public Safety
- N** Kingston Hall
- W** Lincoln Hall
- J** Monadnock Hall
- D** New Castle Hall
- Z** Operations Center
Deliveries
- Y** Mark A. Ouellette Stadium
- E** Robert A. Freese Student Center
- F** Robert Frost Hall
Walker Auditorium
- K** Tuckerman Hall
- O** Washington Hall
- S** Webster Hall
Mara Auditorium
- M** William S. and Joan Green
Center for Student Success
- V** Windsor Hall

P Visitor & Event Parking

● Parking Lot Number

Parking lots 1 and 2 are the preferred parking areas for guests visiting campus.



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Southern New Hampshire University Campus Crime Statistics Reported for 2023, 2024, and 2025

Criminal Offenses	Year	On Campus (includes On Campus Residential)	On Campus Residential	Non- Campus	Public Property
Murder/Non- Negligent manslaughter	2023	0	0	0	0
	2024	0	0	0	0
	2025	0	0	0	0
Manslaughter by Negligence	2023	0	0	0	0
	2024	0	0	0	0
	2025	0	0	0	0
Rape	2023	4	4	0	0
	2024	5	5	0	0
	2025	3	3	0	0
Fondling	2023	7	6	0	0
	2024	6	6	0	0
	2025	1	0	1	0
Incest	2023	0	0	0	0
	2024	0	0	0	0
	2025	0	0	0	0
Statutory Rape	2023	0	0	0	0
	2024	0	0	0	0
	2025	0	0	0	0
Robbery	2023	0	0	0	0
	2024	0	0	0	0
	2025	0	0	0	0
Aggravated assault	2023	0	0	0	0
	2024	1	1	0	0
	2025	1	1	0	0
Burglary	2023	2	2	0	0
	2024	2	1	0	0
	2025	1	1	0	0
Motor vehicle theft	2023	1	0	0	0
	2024	0	0	0	0
	2025	0	0	0	0
Arson	2023	0	0	0	0
	2024	0	0	0	0
	2025	0	0	0	0

Hazing*	2023	n/a	n/a	n/a	n/a
	2024	n/a	n/a	n/a	n/a
	2025	0	0	0	0

* In accordance with the Stop Campus Hazing Act, institutions are required to report Hazing statistics beginning with the 2025 calendar year. Because the requirement to collect and disclose took effect on January 1, 2025, “n/a” will be used in place of statistics for any prior years referenced in this report.

Arrests	Year	On Campus (includes On Campus Residential)	On Campus Residential	Non Campus	Public Property
Weapons: carrying, possessing, etc.	2023	0	0	0	0
	2024	0	0	0	0
	2025	0	0	0	0
Drug abuse violations	2023	0	0	0	0
	2024	0	0	0	0
	2025	0	0	2	0
Liquor law violations	2023	0	0	0	0
	2024	0	0	0	0
	2025	0	0	0	0
Disciplinary Referrals	Year	On Campus (includes On Campus Residential)	On Campus Residential	Non Campus	Public Property
Weapons: carrying, possessing, etc.	2023	0	0	0	0
	2024	0	0	0	0
	2025	0	0	0	0
Drug abuse violations	2023	2	2	0	0
	2024	1	1	0	0
	2025	1	1	0	0
Liquor law violations	2023	84	81	0	0
	2024	49	46	0	0
	2025	21	20	0	0
VAWA Offenses	Year	On Campus (includes On Campus Residential)	On Campus Residential	Non Campus	Public Property
Domestic violence	2023	0	0	1	0
	2024	0	0	0	0
	2025	2	2	1	0
*Dating violence	2023	1	1	0	0
	2024	5	5	0	0
	2025	N/A	N/A	N/A	N/A

Stalking	2023	2	1	0	0
	2024	1	1	0	0
	2025	2	2	1	0

*Beginning with the 2025 calendar year, all dating violence incidents will be counted as domestic violence because individuals who are or have been in a romantic or intimate social relationship are protected under New Hampshire domestic violence laws.

Hate Crime Reporting

2023 - There were no incidents of hate crimes reported during the 2023 calendar year.

2024 - There were no incidents of hate crimes reported during the 2024 calendar year.

2025 - There were no incidents of hate crimes reported during the 2025 calendar year.

Unfounded Crime Reporting

2023 – There were no unfounded crimes for the 2023 calendar year.

2024 – There were no unfounded crimes for the 2024 calendar year.

2025 – There were no unfounded crimes for the 2025 calendar year.

Non-Campus Locations

Southern New Hampshire University owns or controls non-campus buildings at the following locations.

New Hampshire:

- Adeline C. Marston School- 4 Marston Way, Hampton, NH 03842
 - 2023 – Law enforcement agency did not respond to requests for statistics
 - 2024 – Law enforcement agency did not respond to requests for statistics.
 - 2025 – Site wasn't used in 2025
- Alvirne High School -200 Derry Rd, Hudson, NH 03051
 - 2023 – Law enforcement agency did not respond to requests for statistics
 - 2024 – Site wasn't used in 2024
 - 2025 – Site wasn't used in 2025
- Beech St. Elementary School - 333 Beech St, Manchester, NH 03103 (New site 2024)
 - 2024 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2025 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
- Bow High School - 55 Falcon Way, Bow, NH 03304
 - 2023 – Law enforcement agency did not respond to requests for statistics
 - 2024 – Site wasn't used in 2024
 - 2025 – Site wasn't used in 2025
- Courtyard By Marriott Nashua - 2200 Southwood Drive, Nashua, NH 03063
 - 2023 – Law enforcement agency did not respond to requests for statistics
 - 2024 – Site wasn't used in 2024
 - 2025 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
- Courtyard by Marriott Hanover Lebanon Hotel - 10 Morgan Dr, Lebanon, NH 03766
 - 2023 – Law enforcement agency did not respond to requests for statistics
 - 2024 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2025 – Site wasn't used in 2025
- Dartmouth Hitchcock- Dartmouth Hitchcock, 1 Medical Center, Lebanon, NH 03756 (New site 2024)
 - 2024 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2025 – Site wasn't used in 2025
- DoubleTree by Hilton Nashua - 2 Somerset Parkway, Nashua, NH 03063
 - 2023 – Law enforcement agency did not respond to requests for statistics
 - 2024 – Site wasn't used in 2024
 - 2025 – Site wasn't used in 2025
- Dover Middle School Library - 16 Daley Drive, Dover NH 03820
 - 2023 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2024 – Site wasn't used in 2024
 - 2025 – Site wasn't used in 2025

- Fairfield Inn & Suites by Marriott - 8 Bell Ave Hooksett, NH 03106
 - 2023 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2024 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2025 – Site wasn't used in 2025
- Gossler Park Elementary School -145 Parkside Ave, Manchester, NH 03102
 - 2023 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2024 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2025 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
- Hilton Garden Inn - 101 South Commercial St Manchester, NH 03106 (New site 2024)
 - 2024 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2025 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
- Jewett Elementary School - 130 S Jewett St, Manchester, NH 03103
 - 2023 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2024 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2025 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
- Lincoln Street School, 25 Lincoln Street, Exeter, NH 03833
 - 2023 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2024 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2025 – Site wasn't used in 2025
- Londonderry High School -295 Mammoth Rd #3095, Londonderry, NH 03053
 - 2023 – Law enforcement agency did not respond to requests for statistics
 - 2024 –Law enforcement agency did not respond to requests for statistics.
 - 2025 – Site wasn't used in 2025
- McDonough Elementary School –550 Lowell St, Manchester NH 03104
 - 2023 – Site wasn't used in 2023
 - 2024 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2025 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
- McLaughlin Middle School - 201 Jack Lovering Dr., Manchester NH 03109
 - 2023 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2024 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2025 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
- Memorial High School - 1 Crusader Way, Manchester, NH 03103
 - 2023 – One Count of Domestic violence that occurred in the parking lot of Memorial High. No other Clery reportable crimes, or VAWA offenses
 - 2024 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2025 – One Count of Sexual Assault/Fondling, one Count of Domestic Violence/Simple Assault, one Count of Stalking, and two Drug Arrests. No other Clery reportable crimes, or VAWA offenses.
- Mountainview Grand Hotel - 101 Mountain View Rd., Whitefield, NH, 03598
 - 2023 – Law enforcement agency did not respond to requests for statistics

- 2024 – Site wasn't used in 2024
- 2025 – Site wasn't used in 2025
- Northwest Elementary School -300 Youville St, Manchester NH 03102
 - 2023 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2024 – Site wasn't used in 2024
 - 2025 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
- Parker Varney School -223 James A Pollock Dr, Manchester, NH 03102
 - 2023 – Site wasn't used in 2023
 - 2024 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2025 – Site wasn't used in 2025
- Plymouth Regional High School - 86 Old Ward Bridge Road, Plymouth, NH 03264
 - 2023 – Law enforcement agency did not respond to requests for statistics
 - 2024 – Site wasn't used in 2024
 - 2025 – Site wasn't used in 2025
- Residence Inn Manchester-Downtown - 40 Lake Ave Manchester, NH 03101
 - 2023 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2024 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2025 – Site wasn't used in 2025
- SNHU Millyard - 55 South Commercial Street, Manchester, NH 03101 (New Residency Program site 2024)
 - 2024 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2025 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
- SNHU Millyard Parking Garage - 75 South Commercial Street, Manchester, NH 03101 (New Residency Program site 2024)
 - 2024 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2025 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
- Southside Middle School - 300 Jewett Street, Manchester, NH 03103
 - 2023 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2024 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2025 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
- The DoubleTree by Hilton Manchester Downtown Hotel - 700 Elm St. Manchester, NH 03101
 - 2023 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2024 – 2024 – Site wasn't used in 2024
 - 2025 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
- Towle School - 86 N. Main Street, Newport, NH 03773
 - 2023 – Law enforcement agency did not respond to requests for statistics
 - 2024 – Site wasn't used in 2024
 - 2025 – Site wasn't used in 2025
- Tru Hilton Downtown - 135 Spring St, Manchester, NH 03101
 - 2023 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses

- 2024 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
- 2025 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses

Vermont:

- Burlington High School - 67u Cherry St. Burlington VT 05401
 - 2023 – Law enforcement agency did not respond to requests for statistics
 - 2024 – Site wasn't used in 2024
 - 2025 – Site wasn't used in 2025
- East Montpelier Elementary School- 665 Vincent Flats Rd, East Montpelier, VT 05651
 - 2023 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2024 – Site wasn't used in 2024
 - 2025 – Site wasn't used in 2025
- Hampton Inn Colchester - 42 Lower Mountain View Dr. Colchester, VT 05446
 - 2023 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2024 – Site wasn't used in 2024
 - 2025 – Site wasn't used in 2025
- Highgate Elementary School, 219 Gore Rd, Highgate Center, VT 05459
 - 2023 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2024 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2025 – Site wasn't used in 2025
- Montpelier High School - 5 High School Dr. Montpelier VT 05602
 - 2023 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2024 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2025 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
- St. Johnsbury School, 257 Western Avenue, St. Johnsbury, VT 05819
 - 2023 – Law enforcement agency did not respond to requests for statistics
 - 2024 – Site wasn't used in 2024
 - 2025 – Site wasn't used in 2025
- The Wilder School, 160 Norwich Ave, Wilder, VT 05088
 - 2023 – Law enforcement agency did not respond to requests for statistics
 - 2024 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2025 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
- Winooski Schools - 80 Normans St. Winooski, VT 05404
 - 2023 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2024 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses
 - 2025 – No Clery reportable crimes, disciplinary referrals, or VAWA offenses

Short-stay “away” trips and repeated use of a location for school-sponsored trips:

In 2023:

Fairfield Inn & Suites Virginia Beach Oceanfront - 1909 Atlantic Ave., Virginia Beach, VA 23451. Track NCAA Winter Finals 3/7/2023 through 3/12/2023. No Clery reportable crimes, disciplinary referrals, or VAWA offenses.

Four Points by Sheraton RDU - 1200 Claren Circle Morrisville, NC 27560. Baseball NCAA World Series. Dates of Stay 6/1/2023 through 6/9/2023. No Clery reportable crimes, disciplinary referrals, or VAWA offenses.

Holiday Inn Express - 1900 Historic Dr, Strasburg, PA 17579. Golf NCAA Regionals. Dates of stay 5/9/2023 through 5/13/2023. No Clery reportable crimes, disciplinary referrals, or VAWA offenses.

LaGuardia Plaza Hotel - 10404 Ditmars Blvd. Queens, NY 11369. Tennis ITA's. Dates of stay 9/14/2023 through 9/19/2023. Law enforcement agency did not respond to requests for statistics.

La Quinta Inn - 4801 North Elizabeth St., Pueblo, CO 81008. Track NCAA Spring Finals. Dates of stay 5/16/2023 through 5/23/2023. Law enforcement agency did not respond to requests for statistics.

Rental House - 1424 Orangethorpe Ave. Fullerton, CA 92833. Club Dance, Dance Competition. Dates of stay 2/23/2023 through 2/28/2023. Law enforcement agency did not respond to requests for statistics.

Rental Townhouse - 1786 Caribbean View Terrace, Kissimmee, FL 34747 Tennis Spring Break. Dates of stay 3/9/2023 through 3/16/2023. Law enforcement agency did not respond to requests for statistics.

Rental Townhouse - 1871 Sawyer Palm Place Kissimmee, FL 34747. Tennis Spring Break. Dates of stay 3/9/2023 through 3/16/2023. Law enforcement agency did not respond to requests for statistics.

In 2024:

Clarion Hotel Anaheim - 616 Convention Way, Anaheim, CA, 92802. AASHE Sustainability Conference. Dates of stay 10/26/24 through 10/30/24. No Clery reportable crimes, disciplinary referrals, or VAWA offenses.

Disney's Port Orleans Resort Riverside - 1251 Riverside Dr, Lake Buena Vista, FL 32830. Senior Trip to Walt Disney World. Dates of stay 4/28/2024 through 5/2/2024. No Clery reportable crimes, disciplinary referrals, or VAWA offenses.

Austin Hilton - 500 E 4th St, Austin, TX 78701. DECA student conference. Dates of stay 4/20/2024 through 4/24/24. Law enforcement agency did not respond to requests for statistics.

Hyatt Regency San Antonio Riverwalk - 123 Losoya St, San Antonio, TX 78205. Psychology Student Association SWPA Conference. Dates of stay 03/27/2024 through 03/31/2024. Law enforcement agency did not respond to requests for statistics.

Kalahari Resort, 3001 Kalahari Blvd. Round Rock, TX 78665 Computer Science Student Association Academic Conference. Dates of stay 1/28/2024 through 2/1/2024. No Clery reportable crimes, disciplinary referrals, or VAWA offenses.

Bahama House - 2001 South Atlantic Avenue Daytona Beach Shores, FL 32118. Cheer Nationals Competition. Dates of stay 4/9/2024 through 4/13/2024. No Clery reportable crimes, disciplinary referrals, or VAWA offenses.

Myrtle Wood Villas - 1410 48th Ave. North Extension Myrtle Beach, SC 29577. Baseball Myrtle Beach Competition. Dates of stay 2/21/2024 through 2/25/2024. Law enforcement agency did not respond to requests for statistics.

Courtyard Raleigh Cary Crossroads- 5730 Dillard Drive Cary, NC 27518. Baseball World Series. Dates of

Stay 5/29/2024 through 6/6/2024. No Clery reportable crimes, disciplinary referrals, or VAWA offenses.

Rental House - 6004 Oak Green Loop Davenport, FL 33837. Softball Spring Break Travel/Competition. Dates of Stay 3/1/2024 through 3/10/2024. No Clery reportable crimes, disciplinary referrals, or VAWA offenses.

Rental House - 5300 Oakbourne Ave, Davenport, FL 33837. Men's & Women's Tennis. Spring Break Travel/Competition. Dates of stay 3/1/2024 through 3/6/2024. No Clery reportable crimes, disciplinary referrals, or VAWA offenses.

Towne Place Suites Altamonte Springs - 151 Douglas Ave Altamonte Springs, FL 32714. Women's Lacross Spring Break Travel/Competition. Dates of stay 3/1/2024 through 3/6/2024. No Clery reportable crimes, disciplinary referrals, or VAWA offenses.

Comfort Suites Salisbury I-85 - 1040 East Innes St. Salisbury, NC 28144. Men's Lacross Spring Break Travel/Competition. Dates of stay 3/1/2024 through 3/9/2024. Law enforcement agency did not respond to requests for statistics.

Best Wester Plus Windjammer Inn & Conference Center- 1076 Williston Rd South Burlington, VT 05403. Men's Basketball NCAA Regional Competition. Dates of stay 3/14/2024 through 3/19/2024. No Clery reportable crimes, disciplinary referrals, or VAWA offenses.

Oglebay Resort- 465 Lodge Dr Wheeling, WV 26003. Golf NCAA Regionals. Dates of stay 5/7/2024 through 5/11/2024. Law enforcement agency did not respond to requests for statistics.

Caribe Royale Orlando - 8101 World Center Drive, Orlando, Florida 32821. Conference Dates of stay 10/30/2024 through 11/4/2024. Law enforcement agency did not respond to requests for statistics.

In 2025:

Myrtle Wood Villas - 1410 48th Ave. North Extension Myrtle Beach, SC 29577. Baseball Myrtle Beach Competition. Dates of stay 2/19/2025 through 2/23/2025. Law enforcement agency did not respond to requests for statistics.

Rental House - 54-038 Kamehameha Hwy, Hauula, HI 96717. Men's Tennis Spring Break Travel/Competition. Dates of stay 2/27/2025 through 3/9/2025. No Clery reportable crimes, disciplinary referrals, or VAWA offenses.

Rental House - 55-133 Kamehameha Hwy, Laie, HI 96762. Women's Tennis Spring Break Travel/Competition. Dates of stay 2/27/2025 through 3/9/2025. No Clery reportable crimes, disciplinary referrals, or VAWA offenses.

Rental House - 9282 Sommerset Hills Dr, Davenport, FL 33896. Softball Spring Break Travel/Competition. Dates of Stay 2/28/2025 through 3/9/2025. No Clery reportable crimes, disciplinary referrals, or VAWA offenses.

Rental House - 9324 Sommerset Hills Dr, Davenport, FL 33896. Softball Spring Break Travel/Competition. Dates of Stay 2/28/2025 through 3/9/2025. No Clery reportable crimes, disciplinary referrals, or VAWA offenses.

Radisson Blu Aqua Hotel - 221 north Columbus drive Chicago, IL 60601. BSU conference. Dates of stay 3/5/2025 through 3/9/2025. No Clery reportable crimes, disciplinary referrals, or VAWA offenses.

Marriott Marquis - 780 Mission St, SF, CA 94103. DECA student conference. Dates of stay 4/5/2025 through 4/9/2025. No Clery reportable crimes, disciplinary referrals, or VAWA offenses.

Bahama House - 2001 South Atlantic Avenue Daytona Beach Shores, FL 32118. Cheer Nationals Competition. Dates of stay 4/8/2025 through 4/13/2025. No Clery reportable crimes, disciplinary referrals, or VAWA offenses.

Disney's Caribbean Beach Resort - 1114 Cayman Way, Lake Buena Vista, FL 32830. Senior Trip to Walt Disney World. Dates of stay 4/27/2024 through 5/2/2024. No Clery reportable crimes, disciplinary referrals, or VAWA offenses.

Newark Spring Hill Suites Downtown - 402 Ogletown Rd Newark, DE 19711. Softball NCAA Regionals. Dates of stay 5/6/2025 through 5/10/2025. No Clery reportable crimes, disciplinary referrals, or VAWA offenses.

Holiday Inn Erie - 2260 Downs Drive Erie, PA 16509. Golf NCAA Travel. Dates of stay 5/6/2025 through 5/10/2025. No Clery reportable crimes, disciplinary referrals, or VAWA offenses.

Marriott Colorado Springs - 5580 Tech Center Dr Colorado Springs, CO 80919. Men's Soccer NCAA Final Four. Dates of stay 12/9/2025 through 12/13/2025. No Clery reportable crimes, disciplinary referrals, or VAWA offenses.

Daily Crime Logs

Daily Crime Logs are available for review during normal University business hours (8am to 4:30pm, Monday through Friday, except holidays and emergency closures) at the Public Safety office, located in the Hospitality Center on the Main Campus at 2500 North River Road, Manchester, NH. The information in the crime log typically includes the incident classification, date reported, date and time occurred, general location, and disposition of each reported crime.

Unless the disclosure is prohibited by law or would jeopardize the confidentiality of the victim, newly reported crimes and updated information regarding previously reported crimes are entered into the daily crime and fire log within two business days of when it is reported to Public Safety. The Public Safety Department makes the daily crime and fire log for the most recent 60-day period open to public inspection during normal business hours. Additionally, any portion of these crime and fire logs that are older than 60 days are made available for public inspection within two business days of a request.

Policy Statements

Campus Law Enforcement and Security

Safety and Security Information

The Department of Public Safety is within the Division of Student Affairs. The Director of Public Safety is responsible for the management of the Public Safety Department and reports to the VP of Student Affairs, Dean of Students. However, all public safety services are coordinated with other key University, state, and local officials. The Public Safety Department provides patrol functions, security services, and general support services 24/7 to the University community.

The Department of Public Safety patrols University-owned and controlled property located in Manchester and Hooksett New Hampshire. A portion of the properties are located in the town of Hooksett and a portion of the properties are located in the city of Manchester as the campus sits on the town and city boundary lines. Patrolled property also includes the administrative staff location at the Millyard. The Southern New Hampshire University Campus Clery Geography map outlines the Department's jurisdiction on campus.

All Campus Public Safety Officers receive in-service training as well as training from the NH or MA State Police/Corrections Academy or the Campus Law Safety Academy. Public Safety officers are non-sworn officers.

The Office of Public Safety is staffed by professional emergency dispatchers or Public Safety officers, operates on a 24-hour basis, and receives calls for emergency and routine service. Communications specialists or Public Safety officers instantly dispatch the appropriate response and have the ability to communicate with local, county, state and federal agencies when required.

A number of well-marked and conveniently located emergency telephones are installed throughout the campus, referred to as “Blue Phones”. These telephones ring directly into the Public Safety department when the red button is pushed. The telephones may be used to report a criminal incident, a fire, or other type of emergency, or to request assistance of any kind from the Public Safety department.

Emergency calls should be made to 911 from all campus and off campus telephones. Regular business calls of a non-emergency nature can be made to the Department of Public Safety at any time.

The following should be provided to the Department of Public Safety:

- Caller's name
- Location and description of the incident being reported
- A description of any vehicles or suspects involved in the incident

The most important thing to remember is that suspicion of a crime does not require proof. If there is suspicion that a crime is being committed or has been committed, call the office of Public Safety.

Cooperative Law Enforcement Functions

The SNHU Public Safety Department, although part of a private University, maintains a close working relationship with local, state, and federal law enforcement agencies such as the New Hampshire State Police, New Hampshire Liquor Enforcement, the Federal Bureau of Investigations, and the Secret Service. Public Safety officers and local law enforcement officers communicate regularly on the scene of incidents that occur in and around the campus area. Public Safety officers work closely with local law enforcement investigators when incidents arise that require coordinated communication. Southern New Hampshire University maintains written memoranda of understanding with the Manchester and Hooksett police departments. These memoranda address mutual assistance, primary and secondary investigative jurisdiction for alleged criminal offenses, collection of crime statistics for Clery Act compliance, and emergency notification and crime alert procedures. The University does not maintain a written memorandum of understanding with the New Hampshire State Police.

Public Safety officers do not have the ability to arrest individuals and rely on law enforcement for arrests.

Crime and Emergency Reporting

On Campus Reporting

All community members should call 911 immediately in the event of a police, fire, or medical emergency. Additionally, contact Public Safety at 603-645-9700

University community members are strongly encouraged to report all crimes accurately and promptly to campus Public Safety and the appropriate police department when the victim of a crime elects to, or is unable to, make such a report. When members of the University community receive a report of criminal activity, they should immediately report the crime. In emergencies, call 911. Non-emergency crimes can be reported by contacting the following:

- On Campus - the Department of Public Safety at 603.645.9700 and/or the Manchester Police

Department at 603.668.8711 or the Hooksett Police Department at 603.624.1560

Prompt reporting will assure timely warning notices and timely disclosure of the crime statistics. If you observe a crime or suspected crime, please provide the following information as soon as accurately possible:

- The nature of the incident
- Where and when the incident occurred
- The person(s) involved (name, sex, race, age, height, weight, hair color and style, scars, tattoos, clothing, and anything else which might help in identifying the person)
- A detailed description of the property, if any, in question
- The type of vehicle involved and as detailed a description as possible

All incident reports are submitted electronically to the Director of Community Standards for review and potential judicial actions. Public Safety will investigate reports when it is deemed appropriate. Additional information obtained via the investigation will also be forwarded to the appropriate person hearing the case. If assistance is required from the Manchester or Hooksett police departments, Public Safety will contact the appropriate agency. If the suspect is an employee of the University, the Office of Human Resources and/or other appropriate University officials may conduct an inquiry.

Criminal activity reports are made available to campus community members on a case-by-case basis. Crime statistics are available upon request.

Off Campus Reporting

If criminal activity takes place in an off-campus location that is rented or owned by the University, community members should contact the local police department with jurisdiction and the office of Public Safety.

The University does not operate any off-campus student organization facilities.

Reporting a Crime

A person reporting a crime to the Public Safety Department also has the right to report the crime to the local police departments by calling 911 in the instance of an emergency. For routine matters call the business phone number for the local police department as follows:

- Manchester Police Department - 603.668.8711
- Hooksett Police Department - 603.624.1560

Public Safety Officers regularly discuss this option with the victim of a crime and will assist the victim with that process.

Confidential Reporting Procedures

Victims of crime who do not wish to pursue action within the University or criminal justice systems can provide a confidential report. A Confidential Report Form for victims to complete and submit can be found on the Department of Public Safety website. This report will assist in providing an accurate record of the number of incidents involving our community and determining any patterns that may exist, while allowing us to alert

the community to any potential danger. Reports filed in this manner are counted and disclosed in the annual statistics for the institution.

Whistleblower Policy

The Higher Education Opportunity Act (HEOA) establishes safeguards for whistleblowers by prohibiting retaliatory action against any individual with respect to the implementation of any provision of the Clery Act. Pursuant to the University's Whistleblower Policy, the University provides multiple reporting channels for community members to report concerns freely without fear of retaliation. Reports may be made to an employee's direct supervisor, an appropriate supervisor in the area affected by the concern, a higher-level manager, the People Team, the Office of General Counsel and Compliance, or the Compliance and Ethics Helpline. If a community member is uncomfortable reporting through the avenues described above – especially if the concern implicates or involves a supervisor or other individual in the reporting line – they may use the University's toll-free Compliance and Ethics Helpline, 844-284-5814 or online at www.snhu.ethicspoint.com. This service is operated by an independent third party and is available 24 hours a day, seven days a week. Reports may be submitted anonymously or with identifying information. Reports will be directed to the Chief Administrative Officer and VP of Compliance who will coordinate the response and involve appropriate University resources as needed.

Reporting Laws and Policies

Under New Hampshire state law, University officials must report crimes including hazing, child and elder abuse, and treatment given for gunshot wounds. In addition, there is a duty on the part of employees at SNHU to report suspected cases of sexual harassment, sexual assault, stalking, domestic violence and dating violence of students by employees of SNHU to supervisors and/or other appropriate individuals or offices. New Hampshire has a mandated reporter law for when a person "has reasons to suspect that a child has been abused or neglected" (R.S.A. §169-C:29), which requires timely disclosure to the N.H. Department of Health and Human Services if the victim is under eighteen years of age. A similar reporting law applies to incapacitated and elderly adults. (RSA 161-F:46). New Hampshire also has an anti-hazing statute that requires that any person who is present or otherwise has direct knowledge of any student hazing must report the hazing to law enforcement or educational institution authorities. (RSA 631:7).

While SNHU has no general written policy on confidential reporting that allows the victim to or witness to remain anonymous, the Wellness Center provides free, confidential, and accessible assistance in reporting sexual assault, sexual harassment, domestic violence, dating violence, and stalking. Persons wishing to contact Southern New Hampshire University Public Safety anonymously may fill out a Report a Crime Confidentially form. In addition, SNHU has an ombuds service available for employees where employees can remain anonymous.

Voluntary, Confidential Crime Reporting Procedures by Pastoral and Professional Counselors

The staff at the Wellness Center follows guidelines that conform to those established by the American Psychological Association. In addition, relevant federal and state laws are also followed. While the University recognizes various area clergy as Chaplains, there are no specific policies in place regarding reporting of crimes. Chaplains follow policies adopted by their respective churches, as well as relevant laws.

The Counseling Center provides referral information to clients and visitors on a variety of issues, which can include how to voluntarily report crimes on a confidential basis.

Additionally, Wellness Center staff is encouraged to report Clery-reportable incidents internally within the Wellness Center. This data is later provided in an aggregate and de-identified manner as part of the annual Clery reporting process. Should such reports be submitted on a confidential and anonymous manner, staff is

encouraged to discuss this report with the respective student with whom they are working.

Timely Warnings and Emergency Notifications

The University has a close working relationship with local police departments and has requested their cooperation in informing the institution about situations reported to them that may warrant an emergency response or timely warning. Public Safety and local police departments work cooperatively to share information.

Timely Warnings

In compliance with the *Jeanne Clery Campus Safety Act*, the University provides timely warnings to the University community when a significant criminal incident occurs within SNHU Clery campus geography and represents a serious or continuing threat.

Decisions to disseminate a warning will be decided on a case-by-case basis in light of all the facts surrounding the crime and the continuing danger to the community. The notification process will be implemented at the sole direction of the V.P of Student Affairs, the Assistant Vice President Student Affairs and Public Safety, or the Assistant Vice President Student Affairs and Public Safety's designee to include a Public Safety Supervisor or Senior Officer. The purpose of the warning is to aid in the prevention of similar crimes by alerting the community about the incident and provide information on the action people can take to diminish their chances of being victimized.

The amount and type of information presented in the warning will vary depending on the circumstances of the crime, but usually includes the date/time of the incident, the location, the nature of the crime, the continuing danger to the campus community, and actions people can take to diminish their chance of being a victim of a similar crime. If there is certain information that could compromise law enforcement efforts, it may be withheld from the timely warning notice. An effort will always be made to distribute a warning as soon as pertinent information is available so that the warning is a preventive tool, not solely a description of the incident.

Timely Warning Notices are typically issued for the following Uniformed Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) crime classifications: major incidents of arson, aggravated assaults, and murder/non-negligent manslaughter, robbery, burglary, hate crimes, sex offenses, dating violence, domestic violence and stalking.

Cases of aggravated assault, sex offenses, and stalking, dating and domestic violence are considered on a case-by-case basis, depending on the facts of the case and the information known by the University. For example, if an alleged assault occurs between two students who have a disagreement, there may be no on-going threat to the University community members, and a Timely Warning Notice would not be distributed. Cases involving sexual assault are often reported long after the incident occurred, in which case there is no ability to distribute a "timely" warning to the community. Thus, whether to issue a Timely Warning Notice based on a reported sex offense will be determined on a case-by-case basis depending on when and where the incident occurred, when it was reported, and the amount of information known by the University.

Similarly, the University will assess reports of property crimes and will distribute a Timely Warning Notice in the event of a pattern of crime that poses a serious or continuing threat to the community. In an emergency, the notification process will be implemented at the sole direction of the V.P. of Student Affairs, the Assistant Vice President of Student Affairs and Public Safety, or the Assistant Vice President of Student Affairs and Public Safety's designee to include a Public Safety Supervisor or Senior Officer. Timely Warnings also may be posted for other crime classifications and locations as deemed necessary. Timely Warning Notices will be issued to students and employees in a manner that is timely, that withholds the names as confidential, and in

a manner that aids in the prevention of future similar crimes.

Timely Warning Notices are typically written and distributed by staff in the Office of the Public Safety. The Communications office is also authorized to distribute Timely Warning Notices at the discretion of the Director of Public Safety or designee. Timely Warning notices are distributed to the University community via a layered approach including blast email, SNHU Alerts, fliers, SNHU.edu website, public announcements, Twitter, and other methods deemed necessary that may be used in the information dissemination process.

The Department of Public Safety does not issue timely warnings for the above listed crimes if:

- The subject(s) is apprehended and the threat of imminent danger to the SNHU community has been mitigated by the apprehension.
- The details may lead to the identification of a victim of sexual violence, dating violence, domestic violence and/or stalking, who does not wish to be identified.
- The information may jeopardize an ongoing investigation and/or the apprehension of a suspect.
- The Public Safety department was not notified by campus security authorities in a manner that would allow the department to post a timely warning to the community.
- Unless there are extenuating circumstances, a report that is filed more than five days after the date of the alleged incident may not allow the University's Public Safety department to post a timely warning to the community. This type of situation will be evaluated on a case-by-case basis.

The University may also issue Safety Alerts, when necessary, to apprise the community of safety issues and concerns. These safety bulletins will include safety tips and recommendations to follow so that the campus community can make informed decisions about personal safety. Unlike Timely warnings, Safety Alerts are used when no threat is present, but there is still value in informing the community.

Emergency Notifications

The University uses an Emergency Notification to notify students and employees in a timely manner when it is determined that there is a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on or near campus. The notification to the campus community may contain only the information that is reasonably necessary to promote the safety of the campus community as dictated by the situation. An Emergency Notification will be released as soon as reasonably necessary and without delay, unless notification will compromise efforts to assist a victim, or to contain, respond to, or otherwise mitigate the emergency. After the initial notification, follow-up information will be disseminated to the community via the mediums stated below. An Emergency Notification can be related to criminal activity that is not subject to the timely warning standard by the Clery Act, but is not necessarily related to criminal activity. Examples of situations that may constitute the University's decision to issue an Emergency Notification include, but are not limited to:

- Outbreak of meningitis, norovirus, or other serious illness
- Approaching tornado, hurricane, or other extreme weather conditions
- Earthquake
- Gas leak
- Terrorist incident

- Armed intruder
- Bomb threat
- Civil unrest
- Explosion
- Nearby chemical or hazardous waste spill

Examples of situations that would NOT necessitate an emergency notification include, but are not limited to:

- Power outage/transformer fire
- Snow closure/weather related situations
- Water emergencies
- String of larcenies

In the event of confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus, the University has at their disposal a wide variety of communication tools including:

- **[SNHU Alerts](#)**: an optional emergency alert messaging service that provides important information or emergency notifications that effect the community to email accounts and/or cell phones. SNHU students, faculty, staff, and affiliates can register to receive text message alerts.
- **Blast email**: SNHU email system alerting students, faculty, and staff.
- **Fliers**: posted in residential buildings, academic buildings and support services buildings.
- **[SNHU Website](#)**
- **Public Announcements**
- **Other**: methods deemed necessary that may be used in the information dissemination process

SNHU Alerts is the University's primary tool for emergency notifications to the members of the campus community who have registered to receive messages. SNHU Alerts is focused on streamlining community communications, allowing Public Safety to immediately and simultaneously send messages to the University community via the community members' preferred contact methods: text messaging and email.

Users of [SNHU Alerts](#) must update their cell phone information annually at the start of the academic year. All students, staff and faculty email accounts are automatically enrolled in SNHU Alerts.

The University uses a variety of the communication tools listed above to immediately notify the campus community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff on or near campus.

Public Safety is responsible for confirming (with the assistance of key campus administrators, local first responders, or the National Weather Service) if there is a significant emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the University community.

In an emergency the notification process will be implemented at the sole direction of the Vice President of

Student Affairs and Campus Based Initiatives, the Assistant Vice President of Student Affairs and Public Safety, or their designee to include a Public Safety Supervisor or Senior Officer. Upon confirmation of a significant emergency or dangerous situation posing an immediate threat to the campus community, without delay and taking into account the safety of the community, the Assistant Vice President of Student Affairs and Public Safety or his/her designee(s) to include on duty supervisors or the Senior Officer, will determine the content of any emergency notification as well as the appropriate segment(s) of the community to receive it and will initiate such notification, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency. Subsequent notification will be sent through SNHU Alerts or various other communication tools listed above as needed.

Campus Emergency Response and Evacuation

Emergency Response

Department of Public Safety officers are trained first responders and are prepared to take action in emergency situations that may arise on campus. A Crisis Management Team is in place to allow immediate response by individuals performing specific roles and functions already predefined.

An Emergency Management Plan has been developed by University officials and has been reviewed by officials of the State of New Hampshire Division of Public Safety as part of our ongoing effort to protect our University community. The development of this plan is based on a realistic assessment of potential incidents that could affect our community and the capabilities to react to those situations. It is a comprehensive approach utilizing the Incident Command and National Incident Management System and may effectively be applied to any critical incident. The crisis management plan is exercised annually at a minimum by way of a table-top exercise, functional exercise or other drills.

Members of the SNHU Public Safety and Crisis Management Team conduct tests of the university's emergency response, evacuation procedures and capabilities on an annual basis. The tests may be announced or unannounced and include evacuation drills, tabletops, and communication system tests. These tests are designed to assess and evaluate the emergency plans and capabilities of the university.

Evacuations

Instructions to evacuate will be issued by the Public Safety Department or other University officials. Faculty, students, and staff are to evacuate quickly, but in a calm and orderly fashion to a safe area. If necessary, First Responders will direct people to an evacuation/relocation site. People are asked to remain calm and assist persons with disabilities or those in need, to not turn off lights or equipment, and to not lock doors to a room or building. Unusual or suspicious items or people should immediately be reported to First Responders. Everyone should remain in a safe area until receiving notification to return to the facility.

In situations where the University is forced to evacuate the campus, Public Safety will notify the public, students, staff, and faculty that campus is closed and traffic will not be allowed to enter. This notification will be made through a variety of methods to include our emergency text messaging via SNHU Alerts, blast emails, and our University website (SNHU.edu), along with other methods of messaging.

Security of and Access to Campus Facilities

Use of the University building and areas are available to authorized members of the University community and to official visitors and/or individuals who have legitimate business needs during hours the building is open. The University reserves the right to deny any member of the public access if there is a perceived threat to the safety and security of students, faculty/staff or guests. Loitering and solicitations are not permitted on university property. Persons engaged in such activity or being disruptive or interfering with the normal operations of the University, will be asked to leave the premises and may be denied future access to the building and/or property.

Building Security and Access

On campus buildings, grounds, and parking areas are private property. Academic and support buildings are available to authorized members of the campus community and to official visitors and/or individuals who have legitimate business needs during hours the buildings are open.

All buildings are secured each night and are open only during normal business hours. Entry after normal hours is only available to faculty, staff, and authorized students as determined by the appropriate academic or administrative offices.

Buildings are patrolled and checked by Public Safety staff who are equipped with emergency communication devices. Certain buildings are alarmed for the protection of contents and personnel, and the alarms are activated when any illegal entry is made. Immediate response to the alarm location is made by Public Safety personnel.

All SNHU residence halls and undergraduate housing are secured 24/7.

Hall staff performs routine assigned building checks each evening and, in addition, routine patrol/building checks are made by officers of the Department of Public Safety. Safety and security checks made in the residence halls are expected to detect damage to doors, windows, and safety features. Any suspicious activity, suspicious person, or crimes in progress should be reported immediately to the Department of Public Safety.

Security Considerations Used in the Maintenance of Campus Facilities

Surveillance Cameras

The University utilizes over 400 surveillance cameras as an additional layer of our overall security approach to maintaining a safe and secure campus. These cameras are reviewed daily to monitor functionality.

Emergency Signage

Emergency Management signs are posted in every room in the academic and administrative buildings. The purpose of the signs is to inform users of their exact location. Each sign has a campus map, instructions on what to do in an emergency and their location with town, building, address and room number.

Emergency Phones

There are 42 Blue Light phones/emergency two-way call boxes, situated around campus for use during emergencies. By pressing the button, typically red, on the stations, users are immediately connected with the Department of Public Safety. These telephones can be used to report a criminal incident, a fire, or any other type of emergency. All Blue Light phones are tested on a monthly basis.

Lighting Surveys

On a monthly basis the Department of Public Safety conducts surveys of exterior lights on campus to include walkways, greenspace, parking lots, and outside areas of university buildings.

Deficiencies are reported to Facilities Operations for correction.

Crime Prevention Surveys

Surveys are conducted to help identify security concerns in any University office or residential area. The surveys are free and are used to improve safety by altering design or procedures in the workplace or living space. Trained personnel visit the areas and document recommended changes to create a safer and more secure area. Security surveys are conducted upon the request of a department or building.

Facilities Operations

The Facilities Operations department manages and maintains University buildings and grounds with a concern for safety and security. Personnel inspect campus facilities regularly, making repairs and responding to reports of potential hazards such as broken windows and locks. Facilities Operations also manages building maintenance and access of campus facilities during maintenance projects and follows building security and access protocols. Maintenance workers are managed and vetted by Facilities Operations. Major maintenance projects on the Main Campus (Manchester) are completed during the summer when buildings are not occupied. In addition, a staff member of the Facilities Operations team is on call after regular business hours and during weekends to respond to emergency situations involving campus facilities. The Department of Public Safety assists Facilities Operations by acting as the call center for maintenance issues after hours, on weekends and holidays. The University also uses an online reporting system to alert Facilities Operations of maintenance and repair issues. The system is known as Asset Essentials.

Contractor Safety Program

The Office of Administration and Strategic Sourcing, in conjunction with Facilities Operations, administers the contractor safety program which addresses the safety and health of the campus community as well as that of the contract employees.

Guest Registration

Students are permitted to host no more than two guests at a time with a maximum of one guest per resident present for each residential unit. Guests under the age of 17 are not permitted unless accompanied by a custodial parent/guardian or for a demonstrated humanitarian need. It is the responsibility of the student to inform his or her guest of all campus rules and regulations. Students wishing to have guests on campus must register them through the Residence Life process. Please contact residence life at housingquestions@snhu.edu or (603) 645-9758 for more information. If the guest has a vehicle they must visit Public Safety to obtain a visitor parking pass. Guests are subject to all rules and regulations that apply to students. Disorderly or intoxicated guests will be ordered off campus. If a guest was mistakenly allowed on campus (either host lost privilege or the guest is persona non grata) he/she can be ordered to leave upon discovery on campus.

Crime Prevention Resources and Services, Educational Opportunities, and Where to Go for Assistance

Southern New Hampshire University provides assistance programs to the members of the University community. Local police departments also offer crime prevention programming. These programs are dedicated to the prevention of crime on campus and they vary in scope and content with the emphasis on community involvement. Specific programs and contact phone numbers include the following:

Resources for Crime Prevention on Campus	Phone Number
Reporting	603.645.9700
Assistance On Campus	
Security audits of buildings	603.645.9700
Safe Walk	603.645.9700
Self-defense training	603.645.9700
Campus lighting checks and surveys, conducted monthly	603.645.9700
CCTV functionality, Blue Light phone functionality surveys	603.645.9700
Alcohol assistance programs	603.645.9679
After hours on-call counselor	603.645.9679
Sexual Harassment and Rape – Wellness Center	603.645.9679

Campus Security and Crime Prevention Education

The key to preventing crime is awareness, which is best achieved through education. At SNHU, the department of Public Safety, Center staff, the Wellness Center and Residence Life staff, students, and others help students take responsibility for their own safety.

Education opportunities offered at least annually for students include:

- Public Safety Incoming Student Orientation
- Emergency Preparedness
- Alcohol use and impacts on driving collaboration with Public Safety and the NH Liquor Commission
- Wellness Wagon: provided education around campus on substance use, alcohol safety and harm reduction
- Building Safe & Inclusive Communities: Hazing Awareness and Prevention Training
- Evacuation and Fire Safety
- Information security awareness: Secure data handling, social engineering and phishing.
- Information security incident recognition and reporting
- Cybersecurity Awareness Month Detecting and avoiding job scams
- Digital Defense; You & I and AI; Avoiding Bank mobile Scams

Education opportunities for staff and faculty include:

- Public Safety New Employee Orientation
- Emergency Preparedness
- Policy and Procedure Review on fire safety, general safety and evacuation procedures
- Active Shooter
- Workplace safety training
- StopHazing.org Prevention Training Module
- Evacuation and Fire Safety
- Resident Director/Resident Assistant/Campus Safety protocol and response
- Information security awareness: Secure data handling, social engineering and phishing.
- Information security incident recognition and reporting
- Cybersecurity Awareness Month Detecting and avoiding job scams
- Digital Defense; You & I and AI; Avoiding Bank mobile Scams

The University is committed to outreaching and educating students as we increase awareness and seek to end all forms of sexual violence, sexual harassment, intimate partner abuse, and stalking. Programming begins as soon as students arrive on campus in “First Days” and in the Residence Halls, and throughout the academic year in regular programs presented on campus by various offices. Fliers, door hangers, and other methods of passive programming that include relevant safety tips are also distributed each year to members of the University community. In addition, the Wellness Center and Public Safety Department coordinate events for Sexual Assault Awareness Month along with other safety campaigns.

Violence Against Women Prevention/Education

The University provides education and violence prevention services to the campus community. This includes programs that cover crime prevention and security procedures and practices, and encourages the campus community to be active bystanders. Students are informed of the impact of violence and provided with resources to intervene to prevent violence. The types of educational initiatives that are included in the campaign are:

- R.A.D. Systems of Self Defense
- Title IX Preventing Sexual Violence Together for New Employees
- Title IX Sexual Harassment on Campus for employees
- Title IX training for investigators, advisors, and grievance pool (board)
- Annual Title IX Training for students
- Wellness Wagon - Education on sexual health, healthy relationships, and consent
- Take Back the Night
- The Clothesline Project
- Consent Tabling - Consent and healthy relationships role play consent scenario
- sexual health Jeopardy: Education and resources on human sexuality, sexual health, and healthy relationships

All of these initiatives include men as allies. The educational campaigns are co-sponsored by The Wellness Center, Athletics, Public Safety, Student Involvement, Diversity, the Women's Center, the Center for Community Engaged Learning, the Title IX Office and Student Affairs. Student Government, Inter Greek Council and Generation Equality are all student groups that have been actively involved in the campaign and have been instrumental in engaging a culture of students to be active bystanders and to pledge for peace.

Campus Safety: A Shared Responsibility

The cooperation and involvement of students and employees in their own safety and security is essential. Members of the campus community must assume responsibility for their personal safety and the security of their belongings by taking common sense precautions. Rooms and offices should be locked when unoccupied. Security measures – such as alarms, door locks, or key access systems – should never be overridden or circumvented. Bicycles should be secured with effective locks. Students and employees must park in designated areas, and should keep their valuables secured in the trunk. Suspicious-looking individuals or unusual incidents on campus should be reported immediately to the Office of Public Safety, Center Team Leads, or the local police department. For more information, please visit our [Campus Safety website](#).

Missing Student Notification Procedures

If a member of the Southern New Hampshire University Community has reason to believe that a resident student is missing, he or she should immediately notify the SNHU Public Safety Department. Public Safety will begin an investigation into the student's whereabouts. Public Safety will notify the Manchester or Hooksett Police Departments, depending on where the student resides, within 24-hours of the determination that a student is missing. If a student has been determined missing for more than 24 hours, in addition to the above notifications, specific procedures to follow include: contacting the student's RA, checking with emergency health care providers and taking such other investigative actions as are appropriate under the circumstances. The University will implement these procedures in less than 24 hours if circumstances warrant a faster implementation.

In addition to registering a general emergency contact, all registered resident students have the option to identify confidentially an individual to be contacted by SNHU in the event the student is determined to be missing for more than 24 hours. If a student has identified such an individual, SNHU will notify that individual no later than 24 hours after the student is determined to be missing. A student who wishes to identify a confidential contact can do so through their student profile on MySNHU. The first time a student logs into MySNHU and then every six months after that a pop up appears prompting them to enter/edit their profile information including emergency and missing persons contact. A student can also go into their MySNHU profile at any time to edit this information.

A student's confidential contact information will be accessible only by authorized campus officials and law enforcement in the course of the investigation. After investigating a missing person report, should Public Safety determine that the student has been missing for 24 hours, Public Safety will notify the Manchester or Hooksett Police Departments and the student's confidential contact no later than 24 hours after the student is

determined to be missing. If the missing student is under the age of 18 and is not an emancipated individual, SNHU will notify the student's parent or legal guardian immediately after Public Safety has determined that the student has been missing for 24 hours. If the minor student has registered an additional contact person, SNHU will also notify the student's registered contact person.

The Public Safety Department will continue to assist all outside agencies in the investigation as needed.

Any questions or concerns regarding a student who is missing or appears to be missing should be referred to the Department of Public Safety.

Drug and Alcohol Policy

Southern New Hampshire University is committed to maintaining an environment of teaching and learning that is free of illicit drugs and alcohol. The Drug-Free Schools and Community Act Amendments of 1989 require that Southern New Hampshire University, as a recipient of federal funds, including federally provided student financial aid, notify its students and employees annually that the unlawful possession, use, or distribution of illicit drugs and alcohol on university property or property rented for the purpose of holding classes is prohibited. In compliance with the requirements of the Drug Free Schools and Communities Act Amendments of 1989, all students and employees of Southern New Hampshire University are notified of the following:

The unlawful possession, use, and distribution of illicit drugs and alcohol on any University property or property being used for classes or during university-sponsored activities are prohibited.

Students and employees who are found to be in violation of this stated prohibition may be subject to arrest and conviction under the applicable criminal laws of local municipalities, the State of New Hampshire, or the United States. Conviction can result in sanctions including probation, fines, and imprisonment.

Students who are found to be in violation of this stated prohibition are subject to discipline in accordance with established university procedures. Discipline may include disciplinary probation or dismissal from the university.

Faculty and staff employees who are found to be in violation of the stated prohibition are subject to discipline in accordance with the applicable university employment rules and procedures. Discipline may include probation, suspension, or termination of employment.

In addition to the above requirements, and in accordance with the requirements of the Drug-Free Workplace Act of 1988, all employees are notified that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance by university employees on university premises, or off our premises while conducting university business, is prohibited. Violation of this policy will result in disciplinary action, up to and including termination, and may have further legal consequences.

Description of Health Risks Associated with Alcohol and Drugs

Serious health and personal risks are associated with the use of illegal drugs and abuse of alcohol. They may include temporary or permanent physical or mental impairment, and injury or death. Use and abuse of such substances may also give rise to conduct which causes injury, death or damage to the user/abuser or to the person or property of others, resulting in criminal or civil prosecution and liability. Use and abuse of such substances may also lead to unsafe and/or nonconsensual sex, unwanted pregnancy, and may cause defects, injury or death in unborn children. Consequences may also include temporary or permanent loss of educational or employment opportunities.

Alcohol and its Effects on the Body

- Impairment of brain function, judgment, alertness, coordination, and reflexes.
- Attitude and/or behavioral changes, such as uncharacteristic hostility, or increased risk taking, such as driving recklessly.
- Alcohol taken with other drugs can intensify the effects of the drug, alter the desired effect of the drug, cause nausea, sweating, severe headaches and convulsions.
- Addiction or chemical dependency.
- Memory blackouts.
- Uncharacteristic family, school, work and/or legal problems.
- Health problems such as cirrhosis of the liver.
- Birth defects and mental retardation in users' children.

Drugs and Their Effects on the Body

Narcotics (Heroin):

- Initial euphoria followed by drowsiness and nausea.
- Constricted pupils, watery eyes, dazed look.
- Overdose may produce slow, shallow breathing, clammy skin, loss of appetite and weight, and possible death.

Depressants (Barbiturates, Tranquilizers):

- Relaxed muscles, calmness, and drowsiness.
- Confusion, disorientation, slurred speech.
- Overdose may produce shallow breathing, clammy skin, weak and rapid pulse, coma, and possible death.

Stimulants (Cocaine, Methamphetamine):

- Increased heart and respiratory rate, elevated blood pressure, decreased appetite.
- Blurred vision, dizziness, insomnia, anxiety.
- High doses can cause physical collapse, irregular heartbeat, stroke, and possible death.

Hallucinogens (LSD, PCP, Mushrooms):

- Illusions and Hallucinations.
- Confusion, panic, anxiety, depression, and poor perception of time and distance.
- Respiratory failure, death due to careless behavior.

Cannabis (Marijuana, Hashish):

- Increase in heart rate, bloodshot eyes, dry mouth and throat, and increased appetite.
- Interferes with memory, speech, coordination, and perception of time.
- Increased risk of lung cancer, weakened immune system, and affects reproductive system.

Alcohol/Drug Assistance Services

Due to the nature of the University, we utilize a system of community referrals if a learner is in need of services. Staff members are key links in the communities where we are located and a network of medical, psychological, and human service agencies are accessible in local areas. Contact your academic advisor if you need assistance.

Please also visit the New Hampshire Department of Health and Human Services to connect with the

following resources:

- The Resource Guide for Alcohol and Drug Prevention and Treatment Services provides a listing of state-funded alcohol and drug abuse prevention and treatment programs and other resources related to alcohol and other drugs.
- Drugfree NH is designed to help individuals, families, and communities to get informed, get involved, and get help.

Federal Drug Laws

The possession, use, or distribution of illicit drugs is prohibited by federal law. Strict penalties are provided for drug convictions, including mandatory prison terms for many offenses. The following information, although not complete, is an overview of federal penalties for first convictions. All penalties are doubled for any subsequent drug conviction.

a. Denial of Federal Benefits 21 U.S.C. 862

A federal drug conviction may result in the loss of federal benefits, including school loans, grants, scholarships, contracts, and licenses. Federal Drug Trafficking convictions may result in denial of federal benefits for up to 5 years for a first conviction, 10 years for a second conviction, and permanent denial of federal benefits for a third conviction. Federal drug convictions for possession may result in denial of federal benefits for up to 1 year for a first conviction and up to 5 years for subsequent convictions.

b. Forfeiture of Personal Property and Real Estate 21 U.S.C 853

Any person convicted of a federal drug offense punishable by more than 1 year in prison shall forfeit to the United States any personal or real property related to the violation, including houses, cars, and other personal belongings. A warrant of seizure is issued and property is seized at the time an individual is arrested on charges that may result in forfeiture.

c. Federal Drug Trafficking Penalties 21 U.S.C. 841

Penalties for federal drug trafficking convictions vary according to the quantity of the controlled substance involved in the transaction. The list below is a sample of the range and severity of federal penalties imposed for first convictions. Penalties for subsequent convictions are twice as severe. If death or serious bodily injury results from the use of a controlled substance which has been illegally distributed, the person convicted on federal charges of distributing the substance faces a mandatory life sentence and fines ranging up to \$8 million. Persons convicted on federal charges of drug trafficking within 1,000 feet of a university or university (21 U.S.C. 845a) face penalties of prison terms and fines which are twice as high as the regular penalties for the offense, with a mandatory prison sentence of at least 1 year.

d. Federal Drug Possession Penalties

Persons convicted on federal charges of possessing any controlled substance face penalties of up to 1 year in prison and a mandatory fine of no less than \$1,000 up to a maximum of \$100,000. Second convictions are punishable by not less than 15 days but not more than 2 years in prison and a minimum fine of \$2,500. Subsequent convictions are punishable by not less than 90 days but not more than 3 years in prison and a minimum fine of \$5,000.

New Hampshire State Laws

The legal drinking age in New Hampshire is 21. If you are under 21, it is illegal to

1. have in your personal possession any alcoholic beverages
2. misrepresent your age for purpose of obtaining alcoholic beverages

3. drive in a car having alcoholic beverages except when accompanied by a parent, guardian, or spouse 21 years of age
4. be in an area where alcoholic beverages are served unless accompanied by person 21 years of age

Penalty for violation/conviction may include a fine and/or time in jail.

It is illegal for anyone to

1. sell to, give to, or procure for a minor or an intoxicated individual any alcoholic beverages,
 2. charge for alcoholic beverages without a license
 3. manufacture, sell, possess or use a falsified ID
 4. lend a driver's license to be used for an unlawful purpose
- Penalty for violation/conviction may include a fine and/or time in jail.

(DWI) Driving While Intoxicated and (DUI) Driving Under the Influence (New Hampshire)

You may be found guilty of DWI if you drive a vehicle while you have a 0.08% blood alcohol concentration if 21 years of age or 0.04% if under the age of 21 (effective January 1, 1994).

SNHU Wellness Center is available to provide onsite counseling or treatment options; additionally, there are many resources available.

Overview of Alcohol and Other Drug Education Offered by the Wellness Center

Mantra Care Hub A student assistance program that offers one-on-one coaching and counseling support to students to support overall well-being. The service can also connect students with community-based resources for more on-going and intensive treatment.

SNHU: How Are U? Is a Mental Health, Suicide Awareness and Alcohol and Other Drug Bystander Intervention program offered to students, faculty and staff to help learn skills related to identifying, recognizing and providing resources to students.

Greek Mental Health and AOD Wellness Programs. Partnership with Greek life to provide programming focused around Mental Health Awareness, Suicide Prevention, Stress Management and Alcohol and Other Drug impacts on wellbeing.

Wellness Related Activities with on-campus students Programming geared towards residential students focused on Mental Health, Physical Health, Suicide Prevention and Social engagement

BASICS (Brief Alcohol Screening and Intervention for College Students) is a harm reduction preventative intervention designed for college students 18-24 years old who have high risk substance use patterns and have experienced negative consequences from their use of alcohol or other drugs. BASICS uses motivational interviewing. BASIC interventions can be individually self-paced through an online platform or through individual sessions with a counselor depending on severity of event, risk or use or pattern of risk. It is an intervention strategy that helps a student to look at their high-risk behaviors and work toward lowering their risk level.

Other Programming and Events regarding alcohol and drug education classes and training are conducted as needed throughout the year.

Social Media Utilization of social media platforms to provide education around Mental Health, Suicide Prevention, Alcohol and Other Drugs and various Wellness related topics

Narcan Training is education and training focused on front-line staff at the University who may be able to respond to a student in the possible case of an opiate overdose.

University Community Resources

CAMPUS BASED: The Office of Human Resources – Belknap Hall - offers confidential assistance with referrals for staff as well as benefit information. The Office of Human Resources – Global Campus – offers confidential assistance with referrals for staff as well as benefit information. The Wellness Center – Student Center - (603) 645-9679 offers limited short-term outpatient service and referral information for students.

COMMUNITY BASED: The Employee Assistance Program (EAP) offered through Anthem provides assessment and referral for a wide range of concerns facing employees and their love ones including substance use disorders. All interactions provided by our EAP are private and confidential. To speak with a consultant please call 1-800-647-9151. If you are covered by the SNHU health insurance (HMO Blue or Blue Choice) you may contact the Behavior Health Network at 1-800-228-5975 for a referral.

These policies are available in the following documents in the Office of Human Resources:

- SNHU Policy Statement
- The Drug-Free Workplace Act of 1988
- Substance Abuse Policy
- Description of the Applicable Sanctions under Local, State, and Federal Laws for the Unlawful Possession or Distribution of Illicit Drugs and Alcohol
- Drugs and Alcohol Treatment and -Counseling Centers
- Health Risks of Drug Use

Summary of Legal Sanctions for the Unlawful Possession or Distribution of Illicit Drugs and Alcohol Provided in Compliance with the Drug-Free Schools and Communities Act

Local, state, and federal laws make illegal use of alcohol and other drugs serious crimes. Conviction can lead to imprisonment, fines and assigned community service. A felony for such an offense can prevent an individual from entering many fields of employment and licensed professions.

New Hampshire Alcohol Laws

Cities and towns in New Hampshire prohibit public consumption of alcohol and impose fines for violation.

New Hampshire laws prohibit (1) sale or delivery of alcoholic beverages to persons under 21 and (2) misrepresentation of one's age or falsifying an identification to obtain alcoholic beverages. A first conviction of driving under the influence has a penalty fine of up to \$2000 and loss of license for not less than 90 days and up to two years. Both offenses are misdemeanors punishable by up to one year in jail and possible fines.

Effective May 24, 2004, New Hampshire passed House Bill 464 which established a criminal penalty for facilitating a drug or underage alcohol house party. The language of this bill states that a person is guilty of a misdemeanor if s/he owns or has control of an occupied structure where a party is held AND continues the party knowing that people under the age of 21 possess or intend to consume alcoholic beverage or use controlled drugs at the party.

Unlawful Possession

Any person under 21 years of age who has in their possession any alcoholic beverages is guilty of a violation and will be fined a minimum of \$250. Any second and/or subsequent offenses will be fined at least \$500.

A penalty assessment fee of 17% will be added to the above fines.

If you are under the age of 21 and are found guilty of illegal possession of alcohol, you will be given a probationary driver's license until 21 years of age. Any subsequent alcohol violations will result in suspension of driver's license.

It is a violation for a minor not only to possess alcohol, but also to be intoxicated or have a BAC level of .02 or more (internal possession of alcohol). Penalty: a fine and may suspend driver's license or privilege to drive.

Keg Registration Law

Law requires sellers of keg beer to create a record of purchases and to obtain the identity of the purchaser. Sellers will attach a unique label to the retail keg which will enable law enforcement to determine the identity of the seller as well as the purchaser. If contents of the keg are consumed by a minor, law enforcement will have an avenue to identify the purchaser of the keg. Any person who removes the label shall be guilty of a violation which is punishable by a \$1,000 fine.

New Hampshire Controlled Substances Laws

New Hampshire has criminal penalties for the illicit use of controlled substances (or "drugs"), with penalties varying with the type of drug. In general, narcotics, addictive drugs, and drugs with a high potential for abuse have heavier penalties.

CONTROLLED DRUGS INCLUDE: Amphetamines, barbiturates, cocaine, crack, D.M.T, hallucinogens, marijuana, mescaline, narcotics, opiates, psilocybin, tranquilizers, and all other drugs of a similar nature which are either outlawed outright or illegal when not prescribed by a physician.

Possession of drugs is illegal without valid authorization. While penalties for possession are generally not as great as for manufacture and distribution of drugs, possession of a relatively large quantity may be considered distribution. Under both state and federal laws, penalties for possession, manufacture and distribution are much greater for second and subsequent convictions. Many laws dictate mandatory prison terms and the full minimum term must be served.

Persons convicted of drug possession under state or federal law may be ineligible for federal student grants and loans for up to one year after the first conviction and five years after the second; the penalty for distributing drugs is loss of benefits for five years after the first, 10 years after the second and permanently after the third conviction.

Federal Controlled Substances Laws

Under Federal law, distribution of drugs to persons under age 21 is punishable by twice the normal penalty with a mandatory one year in prison; a third conviction is punishable by **mandatory life imprisonment**. These penalties apply to distribution of drugs in or within 1,000 feet of a College or School. Federal law sets greatly heightened prison sentences for the manufacture and distribution of drugs in or within 1,000 feet of a college or school. Federal law sets greatly heightened prison sentences for the manufacture and distribution of drugs if death or serious injury results from use of the substance.

Substance	Amount	Penalty – First Conviction
Heroin	1 kg or more	Prison: not less than 10 years, Not more than life. Fine: up to \$4 million
Cocaine	5 kg or more	
Crack Cocaine	50 gm or more	
Methamphetamine	100 gm or more	
PCP	100 gm or more	
LSD	10 gm or more	
Marijuana	1000 kg or more	Prison: not less than 5 years, Not more than 40 years. Fine: up to \$2 million.
Heroin	100-999 gm	
Cocaine	500-4,999 gm	
Crack Cocaine	5-49 gm	
Methamphetamine	10-99 gm	
PCP	10-99 gm	
LSD	1-10 gm	Prison: up to 5 years. Fine: up to \$250,000
Marijuana	100-1000	
Amphetamines	Any amount	
Barbiturates	Any amount	
Marijuana	50-100 kg	
Hashish	10-100 kg	Prison: up to 20 years. Fine: up to \$1million
Hash Oil	1-100 kg	
Marijuana	Less than 50 kg	
Hashish	Less than 10 kg	
Hash Oil	Less than 1 kg	

Hazing Policy

Southern New Hampshire University seeks to promote a safe environment where students may participate in activities and organizations without compromising their health, safety, or welfare. The Stop Campus Hazing Act of 2024 ("SCHA") made hazing a reportable Clery crime starting in 2025. In compliance with the requirements of SCHA the university developed a new hazing policy to provide for the protection of students at the University from hazing activities.

Hazing is strictly prohibited at SNHU. All forms of hazing or knowing failure to report hazing to University authorities on the part of any student, student organizations, athletic teams, University-Affiliated Groups, and volunteers of the University are prohibited. The express or implied consent of the individual(s) subject to any form of hazing is not a defense.

The university defines hazing as any intentional, knowing, or reckless act or activity, including acts of coercion or intimidation, committed by a person or persons whether individually or in concert with others against a student or students, regardless of the students' willingness to participate, when:

1. The act is committed in connection with an initiation into, admission into, affiliation with, continued membership in, or association with any University-Affiliated Groups; and
2. The act causes, is likely to cause, or would be perceived by a reasonable person as likely to cause, physical or psychological injury to any person.

In addition to this policy and New Hampshire state law, federal law also prohibits hazing as outlined in the SCHA. For purposes of reporting statistics in compliance with the SCHA, the University will apply the definition above and further consider whether the hazing incident involves a risk of harm above the reasonable risks typically associated with participation in the University's programs or that of the University-Affiliated Group (such as the physical preparation necessary for participation in an athletic team).

University-Affiliated Groups: Any fraternity, sorority, association, corporation, order, society, corps, athletic group, cooperative, club, or service, social or similar group, whose members are or include students, operating at or in conjunction with the University.

How To Report Hazing Incidents

SNHU students are required to promptly notify appropriate University officials of any hazing incident or perceived hazing incident, as defined by this Policy and/or New Hampshire law. Reports may also be filed by volunteers. Reports should be made using the following procedures:

1. Campus students and volunteers may file a report in one of two ways, either by submitting a report in person at a Public Safety Office or by filing a report online utilizing the [Campus Student Conduct Form](#).
2. Online Students may file an [Online Student Conduct Form](#) through the Office of Community Standards
3. Although the University strongly encourages persons to identify themselves when submitting reports and participate in the investigation and response process, individuals may also file anonymous reports by completing a [Confidential Reporting Form](#) with the Public Safety Office.
4. Any individual may file a complaint with the local law enforcement which includes but is not limited to the Manchester Police Department and Hooksett Police Department. Complainants must also understand that the University's Public Safety Office is not a police department, and a report to Public Safety is not equivalent to filing a police report.

Employees are also required to report incidents of hazing as outlined in the Employee Handbook.

Investigation Of Hazing Reports

All reports of hazing will be initially reviewed by the Office of Community Standards. Following this review, the Office of Community Standards will consult with the appropriate University leader to determine the appropriate appointment of an investigator. For allegations that concern campus-based student organizations, this consultation will typically involve the Dean of Students or their designee. For online student organizations, it will typically involve the Vice President of Student Experience Support Services or their designee. The University reserves the discretion to designate other appropriate personnel to conduct or support the investigation as circumstances warrant. Once an investigator has been appointed, the matter will be investigated in accordance with the procedures outlined in the Student Handbook.

New Hampshire Hazing Laws

New Hampshire law criminalizes participation in student hazing and failure to report incidents of student hazing. The text of New Hampshire law RSA 631:7 can be found [here](#). Those responsible for hazing may also be personally liable under civil law.

New Hampshire State Law defines student hazing as: any act directed toward a student, or any coercion or intimidation of a student to act or to participate in or submit to any act, when:

- (1) Such act is likely or would be perceived by a reasonable person as likely to cause physical or psychological injury to any person; and

- (2) Such act is a condition of initiation into, admission into, continued membership in or association with any organization.
 - (a) Educational institution means any public or private high school, college, university, or other secondary or postsecondary educational establishment.
 - (b) Organization means a fraternity, sorority, association, corporation, order, society, corps, athletic group, cooperative, club, or service, social or similar group, whose members are or include students, operating at or in conjunction with an educational institution.
 - (c) Student means any person regularly enrolled on a full-time or part-time basis as a student in an educational institution.

I. (a) A natural person is guilty of a class B misdemeanor if such person:

- (1) Knowingly participates as actor in any student hazing; or
- (2) Being a student, knowingly submits to hazing and fails to report such hazing to law enforcement or educational institution authorities; or
- (3) Is present at or otherwise has direct knowledge of any student hazing and fails to report such hazing to law enforcement or educational institution authorities.
 - (b) An educational institution or an organization operating at or in conjunction with an educational institution is guilty of a misdemeanor if it:
 - (1) Knowingly permits or condones student hazing; or
 - (2) Knowingly or negligently fails to take reasonable measures within the scope of its authority to prevent student hazing; or
 - (3) Fails to report to law enforcement authorities any hazing reported to it by others or of which it otherwise has knowledge.

II. The implied or express consent of any person toward whom an act of hazing is directed shall not be a defense in any action brought under this section.

Hazing incidents reported to the University that, if substantiated, meet the definition outlined in this policy will be reported to local law enforcement by the Assistant Vice President of Student Affairs and Public Safety (or their designee) on behalf of the University.

Prevention and Education Awareness Trainings

SNHU conducts ongoing research-informed educational programs to foster awareness and prevention of hazing behavior. Educational activities will occur in accordance with University policies and procedures and include regular training for students and employees involved with University-Affiliated Groups, and university-wide communications to foster awareness of hazing behavior. Some trainings are offered online and some trainings are offered in-person for both students and employees. Some of the programs offered are:

- Building Safe & Inclusive Communities: Hazing Awareness and Prevention Training
- StopHazing.org Prevention Training Module
- Hazing Prevention and Education Awareness Wellness Center discussions

Campus Hazing Transparency Report

In accordance with the Stop Campus Hazing Act, Southern New Hampshire University is obliged to publish a Campus Hazing Transparency Report (CHTR). This report will detail findings of responsibility for hazing violations committed by established or recognized student organizations. Reports of hazing that did not lead to a finding of responsibility or that did not involve established or recognized student organizations will not be included in the CHTR; however, they will be recorded in the hazing statistics as part of the crime statistics reported.

The Campus Hazing Transparency Report will encompass the following information:

- Name of the student organization
- Description of the violation
- Indication of whether the violation involved the abuse or illegal use of alcohol or drugs
- The institution's findings
- Any sanctions imposed on the student organization by the institution
- Date of the alleged incident
- Date the investigation was initiated
- Date the investigation concluded with a finding of a hazing violation
- Date the institution notified the organization of the findings

Once published, the report will be maintained and accessible on the Consumer Information page of our website for five calendar years from the publication date.

Sexual Assault, Domestic Violence, Dating Violence, and Stalking

Southern New Hampshire University is committed to providing an environment free from sex discrimination. Sexual harassment, which also includes sexual violence and assault, are forms of sex discrimination, and are prohibited at the University. Other behaviors can also be forms of sex-based discrimination, and are also prohibited, whether sexually based or not, and include dating violence, domestic violence, sexual assault, and stalking. Victims of these behaviors are protected by federal laws, specifically Title IX and the Clery Act, which mandates the contents of this report.

The University's Sexual Misconduct Policy outlines the University's policies and procedures regarding sexual misconduct, which includes sexual harassment or sexual violence of any kind. The University prohibits rape, domestic violence, dating violence, sexual assault, stalking, and cyber-stalking, as well as discrimination or harassment based on sex. Sexual misconduct is prohibited whether occurring on or off campus and whether directed against a member of the University community or outside the community.

Definitions

Federal and state laws and regulations and University policies each provide definitions for sexual assault, sexual misconduct, dating violence, domestic violence, and stalking. Sometimes these definitions differ. State definitions are used by police and prosecutors to determine if a crime has been committed in the state. Where the federal regulations governing sex discrimination within education program or activities do not require a specific definition, the University generally models its policy definitions from state law, but there may be some differences. For purposes of Clery, the University provides state law definitions as required. However, University policy definitions are used to determine whether there have been policy violations and these definitions control whether University remedies or sanctions will be imposed.

The following are University sexual misconduct policy definitions and include definitions as required by the federal Title IX regulations and New Hampshire state law definitions as articulated in the Sexual Misconduct Policy.

Consent

Consent is the equal approval, given freely, willingly, and knowingly of each participant to desired sexual

involvement.

Consent is an affirmative, conscious decision – indicated clearly by words or actions - to engage in mutually accepted sexual contact. A person forced to engage in sexual contact by force, threat of force, or coercion has not consented to contact. Coercion includes unreasonably pressuring another to engage in sexual activity. Lack of mutual consent is the crucial factor in any sexual misconduct. Consent to some form of sexual activity does not necessarily constitute consent to another form of sexual activity. Silence without demonstrating permission does not constitute consent.

Consent is not valid when a person is incapacitated, or when an intellectual or other disability prevents a person from having the capacity to give consent. A person is incapacitated if they lack the capacity to consent to sexual activity because the person is asleep, unconscious, mentally and/or physically helpless, or otherwise unaware that sexual activity is occurring. Incapacitation is not necessarily the same as legal intoxication. Where alcohol or other drugs are involved, evaluating incapacitation requires an assessment of how the consumption of alcohol and/or drugs affects a person's: decision-making ability; awareness of consequences; ability to make informed, rational judgments; capacity to appreciate the nature and quality of the act; or level of consciousness. The assessment is based on objectively and reasonably apparent indications of incapacitation when viewed from the perspective of a sober, reasonable person. The New Hampshire age of consent is 16 years old and a person under 13 years of age cannot consent to sexual contact

Dating Violence

"Dating Violence" includes 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 a consideration of the following factors:
 - a. the length of the relationship
 - b. the type of relationship
 - c. the frequency of interaction between the persons involved in the relationship

Domestic Violence

The State of New Hampshire defines domestic violence as the commission or attempted commission of one of the following offenses against a victim who is a family or household member or a current or former sexual or intimate partner of the offender:

- assault or reckless conduct
- criminal threatening
- sexual assault
- interference with freedom
- destruction of property
- unauthorized entry,
- harassment, and
- cruelty to animals.

The offense or attempted offense must represent a credible threat to the safety of the victim. This may require consideration of all acts by the perpetrator that reflect an ongoing pattern of behavior which reasonably causes or has caused the victim to fear for his or her safety or well-being: (RSA 173-B:1; 173-B:10)

Rape

Rape is generally defined as forced sexual intercourse. It may also include situations where the victim is incapable of giving consent due to incapacitation by means of disability or alcohol or other drugs. Many rapes

are committed by someone the victim knows, such as a date or friend.

Sexual Assault

New Hampshire law defines three levels of Sexual Assault: Sexual Assault, Felonious Sexual Assault, and Aggravated Felonious Sexual Assault.

Sexual Assault (RSA 632-A:4) means unwanted or unwelcome touching of a sexual nature, including: fondling; penetration of the mouth, anus, or vagina, however slight, with a body part or object; or other sexual activity that occurs without valid Consent.

Felonious Sexual Assault (RSA 632-A:3) includes the offense often referred to as the “statutory rape law,” which involves sexual penetration of a person between the ages of 13 and 16 when the age difference between the actor and the other person is 4 years or more. It also applies when a person is in a position of authority over another and coerces that other person to engage in sexual contact with the actor or with him/herself in the actor’s presence.

Aggravated Felonious Sexual Assault (RSA 632-A:2) is defined as a Sexual Assault under certain circumstances, including but not limited to: use or threat of physical violence or superior physical strength on the victim, coercion by threatened retaliation against the victim or another person, submission under false imprisonment, kidnapping or extortion, or sexual assault after the administration without prior consent of an intoxicating substance which incapacitates the victim.

Criminal Sexual Contact

The intentional touching of the clothed or unclothed body parts without consent of the victim for the purpose of sexual degradation, sexual gratification, or sexual humiliation. The forced touching by the victim of the actor’s clothed or unclothed body parts, without consent of the victim for the purpose of sexual degradation, sexual gratification, or sexual humiliation. This offense includes instances where the victim is incapable of giving consent because of age or incapacity due to temporary or permanent mental or physical impairment or intoxication for the purpose of sexual degradation, sexual gratification, or sexual humiliation.¹

Sexual Harassment

Sexual harassment includes “unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature” such as intentional patting, pinching, touching or other sexually suggestive behavior that is sufficiently serious to deny or limit a student’s ability to participate in or benefit from the education program. Sexual harassment occurs when:

1. Such conduct has the purpose or effect of unreasonably interfering with an individual’s work performance or educational experience, creating an intimidating or hostile employment, educational or living environment for an individual; or
2. Such conduct has the purpose or effect of abusing, threatening, or intimidating an Associate or student through insulting or degrading sexual remarks or conduct; or
3. Submission to such conduct is made, either explicitly or implicitly, a term or condition of an individual’s employment or of a student’s status in a course, program or activity; or
4. Submission to or rejection of such conduct is the basis for academic or employment decisions affecting an individual; or
5. Such conduct is directed against an individual persists despite requests for its cessation and/or when a claim of sexual harassment has resulted in retaliation against Associates/students for complaining

¹ This definition has been updated from the term “Fondling” to “Criminal Sexual Contact” to align with the June 2025 update to the FBI’s National Incident-Based Reporting System (NIBRS) User Manual. This terminology change does not narrow or remove any prohibited conduct. Conduct previously defined as fondling remains prohibited. For Clery Act reporting purposes, fondling is still defined as the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including incidents where the victim is incapable of giving consent because of age or temporary or permanent mental incapacity.

about such behavior.

Stalking

Under New Hampshire state law (RSA 633:3), Stalking occurs when a person:

1. engages in a course of conduct or repeatedly commits acts toward another person, under circumstances that would place the person in reasonable fear for safety, or of harm or bodily injury to self or others; or
2. engages in a course of conduct that the person knows will place that individual in fear for his or her personal safety or the safety of that individual's immediate family; or
3. after being served with a protective order prohibiting contact with an individual, purposely, knowingly, or recklessly engages in a single act of conduct that is included in the "Course of Conduct" definition below.

A course of conduct refers to a pattern of behavior of two or more acts over a period of time that include any of the following acts:

1. Threatening the safety of the targeted person or an immediate family member.
2. Following, approaching, or confronting that person, or a member of that person's immediate family.
3. Appearing in close proximity to, or entering the person's residence, place of employment, school, or other place where the person can be found, or the residence, place of employment or school of a member of that person's immediate family.
4. Causing damage to the person's residence or property or that of a member of the person's immediate family.
5. Placing an object on the person's property, either directly or through a third person, or that of an immediate family member.
6. Causing injury to that person's pet, or to a pet belonging to a member of that person's immediate family.
7. Any unwelcome act of communication as defined in N.H. RSA 644:4, II, including through email, text, phone, mail, etc.

Prevention and Education Awareness Trainings

The University is strategic in its efforts to promote a safe and secure campus environment and reduce the risk of sexual misconduct as well as the crimes of rape, sexual assault, stalking, and dating and domestic violence. This is done by utilizing a range of campaigns and initiatives to promote awareness, and through education, risk reduction, and prevention programming. Incoming students and employees are required to participate in these trainings, and members of the University community are encouraged to participate throughout the year in ongoing campaigns and trainings focused on the prevention of sexual misconduct on campus. Some trainings are offered online and some trainings are offered in-person for both students and employees.

It is the policy of the University to offer programming to identify and prevent domestic violence, dating violence, sexual assault (including stranger and known offender assaults), and stalking each year.

Educational programs are offered to raise awareness for incoming students and employees, and are often conducted during new student and new employee orientation and throughout an incoming

student's first semester. Programs and other campaigns offered throughout the year to students and employees include strong messages regarding not just awareness and education regarding sexual misconduct, but also primary prevention (including normative messaging, environmental management, and bystander intervention), and discuss institutional policies on sexual misconduct as well as the state definitions of domestic violence, dating violence, sexual assault, stalking, and consent in reference to sexual

activity. Programs also offer information on risk reduction that strives to empower victims, on how to recognize warning signs and avoid potential attacks, and do so without victim-blaming. Some of the programs offered are:

- The Clothesline Project
- Stalking Awareness Month Tabling resources
- R.A.D.
- Dare to Speak Monologues

Programs are informed by evidence-based research and/or are assessed for their effectiveness.

Bystander intervention is the act of assisting someone in an emergency or non-emergency situation. Bystander intervention is encouraged through safe and positive intervention techniques and by empowering third-party intervention. This includes calling for help, being an ally and identifying other allies, empowering peers to seek assistance, and/or creating distractions. Bystander intervention training highlights the need for those who intervene to ensure their own safety in the intervention techniques they choose, and motivates them to intervene as stakeholders in the safety of the community when others might choose to do nothing. Bystanders are told to evaluate the risk and call 911 if intervening would put themselves in danger.

General Safety Tips

When you park:

- Lock ignition and remove keys.
- Close and lock windows and doors.
- Keep all valuables out of sight; use the trunk whenever possible.
- Choose a well-lit area to park at night.
- When returning to your vehicle, have your keys ready and check interior before entering.

When you walk:

- Try not to walk alone at night.
- Do not take shortcuts; travel well-lit busy routes.
- If you feel like you're being followed, change directions and head for an area with lights and people.
- If you are in trouble, SCREAM!!!! It's your number one defense.

When you report suspicious persons or incidents:

- **Call 911 or a university official** and stay on the phone while it is safe or until told otherwise.
- Supply address of the incident.
- Give number of individuals who are involved.
- Describe what is happening.
- Obtain a description of suspects (approximate age, height, weight, complexion, clothing)
- Notice if any weapons are involved.

When you drive:

- Do not pick up hitchhikers.
- Keep doors locked; be alert at traffic stops.

- Do not lower windows for strangers; demand credentials.
- If stalled, ask for aid through a cracked window; remain in your vehicle.
- Travel well-lit streets.

If you are the victim of sexual misconduct, gender-based violence, or the crimes of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence, or domestic violence, some or all of these safety suggestions may guide you after an incident has occurred:

- Go to a safe place and speak with someone you trust. Tell this person what happened. If there is any immediate danger, contact the office of Public Safety at 603.645.9700 if you are on the Main Campus (Manchester) or call 911 if you are off campus.
- Consider securing immediate professional support (e.g., counseling, victim advocacy, medical services, etc.) to assist you in the crisis.
- If you are a student of the Main Campus (Manchester), during regular business hours you may go to the Wellness Center which is located in the student center to speak with a licensed mental health counselor for support and guidance. After regular business hours, or in any situation where a victim wishes, local resources are also available and may be able to provide confidential assistance. You can contact the on-call Wellness Counselor by calling the Wellness Center at 603.645.9679 and listen to the prompts to be connected with the After-hours counselor. You may also contact the University's Student Assistance Program, Mantra Care Hub at www.mantrahealth.com/snhu for additional in the moment support, access to care coordinators, mental health treatment options or additional resources and supports. You may also contact the local rape crisis center YWCA NH 24-hour crisis line at 603.668.2299 or the New Hampshire Sexual Assault Hotline at 800-277-5570 or the New Hampshire Domestic Violence Hotline at 866-644-3574, which are confidential resources.
- Typically, if police are involved or will be involved, they will obtain evidence from the scene, and it is best to leave things undisturbed until their arrival. They will gather bedding, linens or unlaundered clothing, and any other pertinent articles that may be used for evidence. It is best to allow police to secure items in evidence containers, but if you are involved in transmission of items of evidence, such as to the hospital, secure them in a clean paper bag or clean sheet to avoid contamination.
- If you have physical injuries, photograph or have them photographed, with a date stamp on the photo.
- Record the names of any witnesses and their contact information. This information may be helpful as proof of a crime, to obtain an order of protection, or to offer proof of a campus policy violation.
- Try to memorize details (e.g., physical description, names, license plate number, car description, etc.), or even better, write notes to remind you of details, if you have time and the ability to do so.
- If you obtain external orders of protection (e.g., restraining orders, injunctions, protection from abuse), please notify the office of Public Safety at 603.645.9700, or the campus Director of Civil Rights and Title IX Compliance at 603.314.7745.
- Even after the immediate crisis has passed, consider seeking support from a licensed mental health counselor at the support locations listed above

It is the policy of the University not to notify local law enforcement when sexual misconduct occurs unless a victim wishes or there is an emergency threat to health or safety. Victims have the option to notify law enforcement and Public Safety directly, or to be assisted in doing so by campus authorities. If requested,

campus officials can facilitate reporting to local law enforcement, but will also respect a victim's request not to do so.

In the event that sexual misconduct, gender-based violence, or the crimes of sexual assault, stalking, dating violence, or domestic violence do occur, the University takes the matter very seriously. The University employs interim protection measures such as interim suspensions and/or restricted contact orders in any case where a student's behavior represents a risk of violence, threat, pattern, or predation. If a student is accused of sexual misconduct, other gender-based violence, or the crimes of rape, sexual assault, sexual harassment, stalking, dating violence, or domestic violence, they are subject to action in accordance with the Student Code of Conduct in the Student Handbook. A student wishing to officially report such an incident may do so by contacting the Director of Civil Rights and Title IX Compliance, any Official With Authority, or any Required Reporters. An Official with Authority is an employee of the University explicitly vested with the responsibility to implement corrective measures for harassment or other conduct prohibited by the University's Title IX and Sexual Misconduct Policy, including Residence Life personnel, athletic coaches and athletic directors, Deans of Students and Academic Deans, and the University President. A Required Reporter is a University employee who is obligated by policy to share knowledge, notice, and/or reports of Sexual Harassment, Sexual Misconduct, or Retaliation with the Director of Civil Rights and Title IX Compliance.

The University encourages community members to report incidents of sexual misconduct. Reporting allows the University to quickly respond to allegations and offer immediate support to the victim. The University is committed to protecting the confidentiality of victims, as permitted under law, and will work closely with students who wish to receive confidential assistance regarding an incident of sexual misconduct. Certain professionals at the University are permitted by law to offer confidentiality. Those who are unable to offer confidentiality are expected to keep reports private to the extent permitted under the law and University policy. This means that they may have to report to University officials, but will not share the information beyond what is required by law and policy. There are times when the University may not be able to honor a victim's request for confidentiality in order to provide a safe, non-discriminatory environment for all members of the University community.

Regarding confidentiality, certain publicly available reporting and disclosure requirements necessitate the need to report sexual misconduct reports, but do not include personally identifiable information about the victim. Any accommodations or protective measures provided to the victim will be confidential to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

All allegations will be thoroughly reviewed and appropriately investigated in a prompt manner after a formal complaint has been filed, and both the complainant and the accused will be afforded equitable rights during the process.

Assistance for Victims

The Director of Civil Rights and Title IX Compliance provides assistance with University-related concerns, such as restricted contact orders or other protective measures. The Director of Civil Rights and Title IX Compliance will also assist in any needed advocacy for students who wish to obtain protective or restraining orders from local authorities. The University is able to offer reasonable academic supports, changes to living arrangements, campus escorts, counseling services access, and other supports and resources as needed by a survivor. The University is able to offer information about legal assistance, visa/immigration assistance, and student financial aid considerations for victims.

- Director of Civil Rights and Title IX Compliance
 - Martha Compton
 - 603-644-3188
 - titleix@snhu.edu or m.compton1@snhu.edu
- Deputy Title IX Coordinator
 - Kelly Lockwood
 - 603-314-1419
 - K.lockwood@snhu.edu

Victims of sexual misconduct, gender-based violence, or the crimes of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence, or domestic violence, have the following support options available to assist them.

Emotional Support

Attending to one's emotional health can be an essential part of their healing process. The following support services are available to assist victims.

On Campus

- The Wellness Center
 - Located in the Robert A. Freese Student Center, 603.645.9679
 - Services include confidential emotional support, individual and group counseling, consultation, connection to medical services, and referral to off campus resources.
 - As licensed counselors, no personal information is shared without your permission, unless specifically required by law.
- Deborah L. Coffin Women's Center
 - Womenscenter@snhu.edu, 603.668.2211 ext. 2793
 - Services include advocacy, support, referrals to confidential support services, and victim-centered resources.
- REACH Crisis Services (Off-campus confidential resource)
 - 72 Concord Street, Manchester, NH 03101
 - Crisis Line: 603.668.2299
 - Tel: 603.625.5785

- Thrive Survivor Support Center (Off-campus confidential resource)
 - 27 Warren Street
 - Concord, NH 03301
 - Crisis Line: 866.841.6229
 - Tel: 603.225.7376

Medical Care

Medical care can be critical for assessing a victim's overall health needs, including testing for sexually transmitted infections and pregnancy, and collecting evidence which may be used in legal proceedings. Staff at these facilities are specially trained and sensitive to a victim's needs and concerns in getting medical care.

Main Campus

- The Wellness Center
 - Provides testing for sexually transmitted infections, HIV testing, education regarding emergency contraceptive services, and confidential counseling.
 - Assists students who would like to receive medical care at local hospitals.
- Elliot Hospital
 - 1 Elliot Way, Manchester, NH 03103
 - Provides treatment for injuries and sexually transmitted infections, and rape kit assessments with a sexual assault nurse examiner.
- Catholic Medical Center
 - 100 McGregor St., Manchester, NH 03102
 - Provides treatment for injuries and sexually transmitted infections, and rape kit assessments with a sexual assault nurse examiner.

Procedures for Reporting a Complaint

The University has procedures in place to support those who report sexual assault, domestic violence, dating violence, and stalking. A community member wishing to officially report such an incident may do so by contacting the Director of Civil Rights and Title IX Compliance, the deputy Title IX Coordinator, or any Required Reporter.

When the University first receives notice or a complaint of an incident of sexual misconduct, the Director of Civil Rights and Title IX Compliance is notified and the victim is provided with a written notification of resources both within the institution and the community, which will include a number of their rights and options, including, but not limited to:

- speaking with a counselor on or off campus;
- seeking medical assistance;
- seeking mental health assistance;
- seeking victim advocacy and/or legal assistance;
- visa and immigration assistance;
- student financial aid assistance;

- reporting the incident to local law enforcement;
- filing a formal complaint with the University; and/or
- requesting accommodations which can include:
 - changes to academic, living, transportation, and working situations or protective measures.
 - The institution must make such accommodations or provide such protective measures if the victim requests them and if they are reasonable available, regardless of whether the victim chooses to report the crime to Public Safety or local law enforcement.
 - These supportive measures are available to both the Complainant (victim) and Respondent

The University has two available grievance procedures available to students and employees who are the victim of a sex-based offense. The Title IX Sexual Harassment grievance procedure is available to students and employees who are subject to qualifying allegations of Sexual Harassment, including sexual assault, dating violence, domestic violence and stalking. The Sexual Harassment Grievance procedures addresses other instances of sexual misconduct which does not qualify as Sexual Harassment per Title IX regulations or meet qualifying jurisdictional requirements.

Upon a report or a complaint of an alleged violation of the Sexual Misconduct policy, the Director of Civil Rights and Title IX Compliance engages in an initial assessment, including determining whether the complainant wants to file a formal complaint. Upon receipt of a report, the Director of Civil Rights and Title IX Compliance will inform the victim, in writing, that they may file a formal complaint and advise the victim. Upon receipt of a formal complaint, the Director of Civil Rights and Title IX Compliance will reach out to the complainant, offer supportive measures if not already provided, advise complainant of their right to an Advisor, and assess with the complainant whether they are interested in pursuing an informal resolution process, interested in supportive measures only, or a formal investigation and grievance process. If the Complainant does not want to pursue a Formal Complaint, the Director of Civil Rights and Title IX Compliance may, at their discretion, initiate a Formal Complaint if they deem it appropriate and will consider, among other factors, whether a pattern of alleged conduct necessitates an investigation.

Interim Actions and Supportive Measures

If necessary, the University will take immediate steps to protect students before the final outcome of an investigation through supportive measures. Supportive measures available at the University include, but are not limited to:

- Restricted Contact order;
- temporary administrative suspension;
- restrictions on participation in a team or organization; or
- accommodations.

The University offers appropriate and reasonable supportive measures to either party upon notice of alleged violations of the Title IX and Sexual Misconduct policy. Either party, the victim or respondent may request an academic accommodation or change in residence hall after a report of sexual misconduct. Any individual who makes a request will receive an appropriate and reasonable accommodation. The accommodations are available regardless of whether the victim chooses to report the crime to Public Safety or local law enforcement, or files a Formal Complaint with the University.

Possible requests include:

- the ability to change academic schedules or work schedules;
- withdraw from or retake a class without penalty;
- access academic support such as tutoring services; and
- change residence hall assignments.

The University will implement measures in a way that does not unreasonably burden the other Party.

The University maintains privacy in relation to any accommodations or protective measures afforded to a victim, except to the extent necessary to provide the accommodations and/or protective measures.

Typically, if faculty members or administrators are asked to provide accommodations for a specific student, they are told that such accommodations are necessary under Title IX or the Clery Act, but they are not given any details of the incident, or what kind of incident it is. Irrespective of state law or public records access provisions, information about victims is maintained privately in accordance with Title IX and FERPA.

After receipt of a Formal Complaint, the Director of Civil Rights and Title IX Compliance or an assigned Deputy Coordinator will determine if the allegations contained in the complaint would, if proven true, constitute a violation of the University Sexual Misconduct Policy. The University must dismiss a complaint if it is determined that the conduct alleged in the formal complaint would not constitute Sexual Harassment as defined by the Sexual Misconduct Policy, even if proved, and/or the conduct did not occur in an educational program activity controlled by the University or the University does not have control of the Respondent, and/or the conduct did not occur in the United States. If dismissed under the Title IX policy, a complaint may be investigated under the Sexual Misconduct policy.

If the allegations would constitute a violation, the Director of Civil Rights and Title IX Compliance will appoint an investigator from the Grievance pool. If the Director of Civil Rights and Title IX Compliance determines that the allegations, if true, would not be a violation of the Policy, the complainant will be provided with other support options, but the Director of Civil Rights and Title IX Compliance will not pursue any further investigation or discipline under this Policy at that time.

The dismissal of a complaint is appealable by any party. If a complaint is withdrawn by a complainant, they may later request to reinstate or refile the complaint.

Timeframe for Response Process

The University will conduct a timely review of all complaints of sexual misconduct. If there are no extenuating circumstances, review and resolution of the incident is expected to take place within 60-90 business days from when the formal complaint is first received.

An appeal of the results must be submitted within seven (7) business/school days of the delivery of the Notice of Outcome. Absent extenuating circumstances, decisions on appeals are typically issued within seven (7) days of the date of receipt of the appeal if no response is required by any party involved in the appeal.

All deadlines and time requirements in the Policy may be extended for good cause as determined by the Director of Civil Rights and Title IX Compliance, or another person who has been assigned to make the determination. Both the complainant and the respondent will be notified in writing of the delay, the reason for the delay, and provided the date of the new deadline or event. Extensions requested by one party will not be longer than 5 business/school days.

Investigation Process

If a Formal Complaint is received and the complaint does not require mandatory dismissal, as described above, the Director of Civil Rights and Title IX Compliance appoints investigators to conduct a prompt, fair and impartial investigation. During the investigation the investigators may interview appropriate parties or witnesses, and may review evidence, including available police reports.

All investigations will be conducted by officials who receive annual training on issues related to domestic violence, dating violence, sexual assault, and stalking, and how to conduct an investigation process that protects the safety of victims and promotes accountability. Any member of the University community who

knowingly makes a false statement to the investigators, during the course of the investigation, may face disciplinary action.

The investigators will complete an investigation report within a reasonable time period after starting the investigation. The investigation report will fully summarize the investigation, all witness interviews and address all relevant evidence, including appendices of physical and documentary evidence. Upon completion of the investigation report, each party may review and provide written comments on the investigation report, as well as inspect and review all evidence obtained as part of the investigation that is directly related to the alleged misconduct. The investigators will incorporate relevant feedback from the parties' written responses into the final investigation report with documentation of rationale for any changes made after the review and comment period. Provided that the complaint is not resolved through Informal Resolution, once the final investigation report is shared with the Parties, the Director of Civil Rights and Title IX Compliance will refer the matter for a hearing.

Hearing

If the matter moves forward, a hearing will be conducted following the process outlined in the Sexual Misconduct Policy. All hearings involving allegations of sexual misconduct will be conducted by officials with annual training related to domestic violence, sexual assault, and stalking, and on processes that protect the safety of victims and promote accountability.

The complainant and the accused may be assisted by an advisor of their choice, including an attorney during the investigation process, disciplinary hearings, any mediation, and related meetings. If either party elects, The Director of Civil Rights and Title IX Compliance will assign a trained advisor for either party. An advisor be trained by the University in the resolution process. The University cannot guarantee equal advisory rights, meaning if one party selects an Advisor who is an attorney, the University is not obligated to provide an attorney for the opposing party. Both parties may offer witnesses and may produce other evidence for the hearing decision maker(s) to evaluate. Both parties are responsible for presenting evidence on their own behalf. Either party may request a brief recess, or break, to consult with their advisor which will be granted at the discretion of the hearing officer. Advisors may speak privately to their advisee, during the proceeding, but may not present evidence, raise objections, or address the Board, during the hearing. Advisors, however, are required to conduct cross-examination of witnesses and the other party only when a violation of Title IX is alleged. No cross-examination is permitted if the violation alleged falls under the Sexual Misconduct policy.

Any witness scheduled to participate in the hearing must have been first interviewed by the Investigator(s) or have proffered a written statement or answered written questions, unless all Parties and the Chair assent to the witness's participation in the hearing. The same holds for any evidence that is first offered at the hearing. If the Parties and Chair do not assent to the admission of evidence newly offered at the hearing, the Chair will delay the hearing and instruct that the investigation needs to be reopened to consider that evidence.

The investigation and records of the resolution conducted by the University are maintained confidentially. Information is shared internally between administrators who need to know, but a tight circle is kept. Where information must be shared to permit the investigation to move forward, the person bringing the accusation will be informed. Privacy of the records specific to the investigation is maintained in accordance with New Hampshire law and the federal FERPA statute. Any public release of information needed to comply with the open crime logs or timely warning provisions of the Clery Act will not include the names of victim or information that could easily lead to a victim's identification.

Once complete, the parties will be informed simultaneously, in writing, of the outcome, including the finding, the sanctions (if any), and the rationale therefor.

Sanctions

The University considers Sexual Misconduct violations to be extremely serious. Depending on the severity of the case and the student's prior conduct history, a student may receive any of the following sanctions:

- Interim Removal from Housing (pending a hearing)
- Interim University Suspension (pending a hearing)
- Reprimand
- Warning
- University Probation (typically ranging from one semester to the end of a student's SNHU career)
- University Suspension (typically a minimum of one semester)
- University Expulsion/Dismissal
- Campus Ban

The student may receive any of the following educational sanctions:

- Readings and written reflection
- Diversity education
- Ethics workshop
- Follow-up meetings with campus administrator
- Mandated assessment with the Wellness Center
- Sanction designed by the hearing officer/hearing board

Additionally, a student may also be sanctioned with any of the following:

- Restricted contact order
- Occupancy restriction
- Residential ban
- Residential relocation
- Suspended guest privileges
- Restitution of damages
- Deferred removal from housing
- Removal from housing

These sanctions are in addition to any Wellness-related sanctions that may be appropriate, if there are drugs or alcohol involved in a situation:

- Alcohol Education Class
- CHOICES Class
- Prime for Life Class
- Marijuana Education Class
- Individual meetings with Wellness Center staff

Protective Measures

Following an allegation of sexual misconduct, the University will offer protective measures such as:

- Interim measures, including but not limited to, change in housing, class schedule, escorts by Public Safety, and restricted contact orders for the complainant and respondent
- Protection against retaliation

Evidentiary Standard in Sexual Misconduct Complaints

The burden of proof in all cases of Sexual Misconduct is “the preponderance of the evidence” standard. This standard means whether it is “more likely than not” that the sex discrimination, dating violence, domestic violence, sexual assault, or stalking occurred. If the evidence presented meets this standard, then the respondent must be found responsible for sexual misconduct violation.

Notice to Parties

Both the complainant and the accused will be informed, simultaneously, in writing and may be delivered by one or more of the following methods: in person, mailed to the local or permanent address of the Parties as indicated in official University records, or emailed to the Parties’ University-issued email or otherwise approved account. Once emailed, mailed, and or/received in person, notice will be presumptively delivered. The notification will include:

1. Identification of the allegations potentially constituting sexual harassment or misconduct
2. A description of the procedural steps taken from the receipt of the formal complaint through the hearing(s) held
3. Findings of Fact supporting the final determination
4. Conclusions regarding the application of the University policy to the Facts
5. Rationale for the result of each allegation, including a final determination of responsibility, any disciplinary sanctions imposed, and whether remedies are designed to restore or preserve equal access to the recipients' educational program or activity
6. The University’s appeal process, the bases for such appeal and the rights of both parties to appeal the results
7. When results will become final

Rights to Appeal

Both parties have the right to appeal a decision. Appeals must be submitted in writing to the Director of Civil Rights and Title IX Compliance within seven (7) business days of the delivery of the outcome notification, and are only to be allowed on the limited grounds of:

- Procedural irregularity that affected the outcome of the matter;
- New evidence that was not reasonably available at the time the Final Determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; and
- The Director of Civil Rights and Title IX Compliance, Investigator(s), or Decision-maker(s) had a conflict

of interest or bias for or against Complainants or Respondents generally or the specific Complainant or Respondent that affected the outcome of the matter.

Retaliation Policy

Both Title IX and the Clery Act provide protections for whistleblowers who bring allegations of non-compliance with the Clery Act and/or Title IX to the attention of appropriate campus administrators. The University does not retaliate against those who raise concerns of non-compliance. Any concerns should be brought to the immediate attention of the campus Director of Civil Rights and Title IX Compliance and/or to officials of the U.S. Department of Education.

Title IX and Sexual Misconduct Policy

Title IX of the Educational Amendments of 1972 protects individuals from sex discrimination in educational programs and activities at institutions that receive federal financial assistance. Southern New Hampshire University is committed to providing an environment free from discrimination on the basis of sex. Sexual harassment, which includes sexual violence, is a type of sex discrimination and is prohibited under Title IX and by the university. You may view the full [Title IX and Sexual Misconduct Policy](#) online.

Campus Sex Crime Prevention Act and Duty to Report

The federal Campus Sex Crimes Prevention Act requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, or is a student.

On Campus

In New Hampshire, pursuant to TITLE LXII of the New Hampshire Criminal Code chapter 651-B, convicted sexual offenders are required to report their current mailing address, place of residence or temporary domicile, and place of employment or schooling to the local law enforcement agency within 5 days after the person's release from custody following conviction, or within 5 days after the person's date of establishment of residence, employment or schooling in New Hampshire if convicted elsewhere. The reporting continues annually within 5 days after each anniversary of the person's date of birth and every 3 or 6 months thereafter depending on the tier of the offense convicted of, and additionally within 5 days after any change of address or place of residence.

Any nonresident sexual offender or offender against children who enters New Hampshire for the purpose of employment, with or without compensation, or to attend any public or private educational institution for a period exceeding 14 consecutive days or for an aggregate period of time exceeding 30 days during any calendar year is required to report to the local law enforcement agency having jurisdiction over the place of employment or school within 5 days of the nonresident offender entering the state for employment or schooling, and additionally within 10 days after any change of place of employment or schooling. In the event a nonresident offender is required to register, but does not have a principal place of employment, the offender must register with the department in Concord. Upon the nonresident offender's initial registration, the local law enforcement agency or the department notifies the offender of the offender's duty to report under this chapter.

The offender reports the address of her/his place of employment or schooling while in the state, the address where s/he resides out of state, and other information required by department rules adopted in accordance with RSA 651-B: 8. The reporting continues annually within 5 days after each anniversary of the person's date of birth, and additionally within 10 days after any change of address or place of employment or schooling. The offenders address status is monitored through the mailing of a non-forwardable verification form to the

offender's last reported address every 90 days.

The Main Campus (Manchester) falls under the jurisdiction of the Manchester and Hooksett Police Departments. Each police department is responsible for maintaining a current list of Sexual Offenders required to register in their perspective areas.

Availability of Information to the Public

(Convicted of a violation or attempted violation)

The information available to the public is broken down by city or town and includes the sexual offender's name, address, offense, and court date. Information is available the [New Hampshire Registration of Criminal Offenders website](#). The existing provisions of TITLE LXII of the New Hampshire Criminal Code chapter 651-B address the specific requirements of the federal law known as the Adam Walsh Child Protection and Safety Act of 2006 (42 USC 16921).

Uniform Crime Reports

Southern New Hampshire University maintains uniform crime reporting data and reports all crimes within the criteria established by the Uniform Crime Reporting System (NIBRS) and the Federal Bureau of Investigation

Disclosure to Alleged Victims of Crimes of Violence to Include Sex Offense

Southern New Hampshire University will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the results of the hearing conducted by the University against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, Southern New Hampshire University will provide the result of the hearing to the victim's next of kin, if so requested. SNHU discloses the results of hearings involving sexual harassment, sexual violence, stalking, and intimate partner violence to the parties in writing, without significant delay between the notifications. Such notifications indicate when a decision is final, any changes that occur to the finding or sanctions before they are final, and procedures for appeal.

For more information about safety on the SNHU campus, contact the Office of Public Safety (603) 645- 9700 to discuss your questions and concerns.

Student Conduct Discipline Process

Filing a Report

When the Student Code of Conduct may have been violated, an incident report is filed by a student, faculty, staff, or community member who becomes aware of, observes, or is the victim of the incident. This report is reviewed, and, if necessary, the student is directed to attend a hearing to determine what, if any, violation may have occurred.

Students have the right to obtain a copy of the incident report written by the reporting person. The hearing process is intended to be educational in nature and is based on the concept of due process. The procedures provide for a prompt, fair, and impartial investigation and resolution. This includes reasonable notice of the violation in question and an opportunity for a student to be heard.

An incident can be pursued through the hearing process up to one year after the information regarding the violation is discovered, though complaints against former students will not be processed. Reports regarding graduating students should be filed prior to their graduation and, when possible, with sufficient time before graduation so that an investigation and hearing can occur.

Reviewing a Report

Review of all alleged violations is overseen by the Community Standards Office, the Assistant Vice President of Student Success, or an authorized designee. Their role is to identify those acts that may be in conflict with the Student Code of Conduct. Alleged violations are assigned to an appropriate hearing officer within Residence Life and Community Standards. Generally, 48-hour notice is given prior to a meeting/hearing. If circumstances necessitate, the hearing may be scheduled immediately. Written notice of the date, time, location, and allegation(s) is sent to a student's University email account.

Depending on the urgency, notice may also be hand delivered.

For Global Campus students, every reasonable effort will be made to contact involved parties via SNHU email and/or telephone. Students are required to check their University email and mailbox every day as part of their responsibilities as a student.

If the student fails to attend the hearing, a decision will be made in his/her absence and his/her right to appeal the findings will be forfeited.

Depending on the nature of the report, concerning behavior may be resolved using either an informal or formal method of resolution. Formal resolution will always result in a hearing and become part of the student's conduct file. Informal resolutions can only be considered in alleged minor violations and are used at the discretion of the University staff member reviewing the report. An informal resolution may transition into a formal hearing for any reason including new information learned during an informal meeting or when an informal resolution cannot be reached. Examples of informal resolution can include:

- Educational letter, conversation, or agreement.
- Mediation. If mediation is deemed appropriate, contact will be made to all parties involved and an explanation of the process will be offered. If accepted by all parties, mediation will be viewed as an alternative solution. Should an agreement not be possible, the incident may be pursued through a hearing. All agreements reached through mediation are binding. If at any point the agreement is not fulfilled, the negligent party may face further conduct action. Mediation is not an option in cases of sexual misconduct.

Preliminary Meeting

In some cases, it may be appropriate for a hearing officer, Public Safety officer, or other University staff member to meet or speak with students who may have relevant knowledge about an incident. This investigative process allows the responding staff member to make decisions about an informal or formal approach. These meetings also allow the University to collect information in order to meet its burden of proof.

Hearing Procedures

The use of a formal resolution requires a conduct hearing. The Director of Community Standards, Global Campus Student Conduct Officer, the Assistant Vice President of Student Success, or an authorized designee determines whether the incident will be handled through an administrative hearing or conduct board hearing. Some alleged violations, including violence, sexual misconduct, controlled substance use, and patterns of misconduct could result in a sanction of suspension or dismissal. If the alleged violation could result in separation from the University, the matter may be reviewed by the Director of Community

Standards, Global Campus Student Conduct Officer, the Assistant Vice President of Student Success, an authorized designee, or the conduct board. Cases may be referred to the conduct board when the complexity of the case or allegation is significant. The Director of Community Standards, Global Campus Student Conduct Officer, the Assistant Vice President of Student Success, or an authorized designee determines the appropriate hearing venue. All hearings are closed to the public, with the exception of witnesses who are not University community members, but who have direct information regarding the incident or if there are criminal or civil charges pending against the respondent regarding the incident. These exceptions are made at the discretion of the hearing officer.

Officials who receive annual training on issues related to sexual assault, domestic violence, dating violence and stalking may conduct investigations into such incidents; hearing officers are also trained regarding such issues.

Hearings may be expedited to protect community members. Students or recognized clubs/organizations who are alleged to have been involved in a significant violation may be suspended in the interim from either residence or the University pending a hearing, should the Dean of Students, Assistant Vice President of Student Success, or an authorized designee deem it is necessary. Residents may also be temporarily relocated pending a hearing.

The steps below specify the procedures that must be followed when determining if a violation has occurred and assures that due process is followed.

- **Notice**

Students will receive a letter electronically from the appropriate University staff member, informing them of a conduct hearing to discuss the incident. Students must be given 48 hours' notice for hearings and preliminary hearings. For Global Campus students, every reasonable effort is made to contact involved parties via SNHU email and or telephone. At the conclusion of a preliminary hearing, the student receives electronic notification indicating the date, time and location of the conduct board hearing.

- **Attendance**

If the student fails to attend the hearing, the review will be made in his/her absence and the student will also forfeit his/her right to appeal the findings.

- **Presentation**

A hearing officer will review the incident reports and the student will present his/her own case. If the case suggests that an initial investigation should take place due to the complexity, a University staff member will be assigned to complete the investigation.

- **Finding and Sanction**

Based upon the information presented, the hearing officer or conduct board will determine if the student is responsible for the alleged violation(s) based on a preponderance of information or evidence. Sanctioning is considered only after responsibility has been determined and is based solely on the severity of the violation and a student's previous conduct record. The decision of the conduct board will be subject to final review by the Director of Community Standards, the Assistant Vice President of Student Success, or designee.

- **Notice of Results**

An email with an attached letter notifying the student of the results of the hearing will be sent electronically no later than five business days following the hearing. Additional time may be needed if the case is complicated in nature. A copy of the notification may also be sent to the student's parents at the discretion of the hearing officer. Decisions made by the conduct board and/or hearing officer are final pending the appeal process.

Conduct Board Hearings

The conduct board is comprised of faculty, and/or staff. When a case is referred to the board, the Director of Community Standards, the Student Conduct Officer, the Assistant Vice President of Student Success, or an authorized designee may offer all involved students a preliminary meeting to prepare them for the process. The administrator is available to discuss the incident reports, students' rights, and the hearing process.

In cases assigned to the conduct board, members will participate on a rotating basis. Attendance at hearings ranges from three to six conduct board members. The Director of Community Standards, Global Campus Student Conduct Officer, or designee will determine the composition of the board and serve as a non-voting advisor to the board. All board members commit to upholding the Student Code of Conduct and respecting the process' confidentiality.

Students participating in a conduct board hearing will be given the names of the conduct board members in advance of the hearing. Should a student believe that any conduct board member is biased or could not render an impartial judgment, the student may challenge the individual's participation in the hearing. The Director of Community Standards, the Assistant Vice President of Student Success, or an authorized designee will rule on such challenges, and the decision will be final.

Hearing Guidelines

The following guidelines generally apply to administrative and University conduct board hearings, outlining a common understanding of the rights and responsibilities generally afforded to students participating in the hearing process. Since every case is unique, the guidelines may be changed or modified by a hearing officer or conduct board as needed.

1. Pending action on any alleged violations, a student's status is not altered, nor her/his rights suspended to be present on campus or attend classes, except to protect the health or safety of students, faculty, or staff or to safeguard University property.
2. The University's burden of proof is to show that it is more likely than not that the student is responsible for the alleged violation or pattern of misconduct. The rules of evidence applicable to civil and criminal court cases do not apply. Hearing decisions are made based upon a preponderance of the information presented – whether a violation of University policy more likely than not occurred.
3. A student is responsible for complying with all policies as listed in the Student Code of Conduct, including those that occur through encouragement or neglect.
4. A student has the right to review the incident report and evidence presented by University staff. The hearing officer and/or conduct board may also review the incident report and relevant information prior to the hearing.
5. All written or physical evidence not contained in the originating incident report must be presented to the hearing officer or conduct board advisor 24 hours before the hearing begins.
6. Written witness statements must be presented to the hearing officer or conduct board advisor 24 hours before the hearing begins. A witness is defined as someone who observed the actual incident and may be called in to discuss her/his statement prior to the hearing. A pre-hearing meeting is at the discretion of the hearing officer or conduct board advisor.

7. A student may have a faculty or staff advisor of his/her choosing present at the hearing. The student's advisor may not participate directly in any aspect of the hearing and may only confer with the student. An advisor will not be allowed to disrupt the hearing by recess or conference outside the hearing. It is the student's responsibility to present all aspects of his/her own defense. A student must notify the hearing officer or conduct board advisor of the student's advisor 24 hours before the hearing begins.
8. A student may refuse to answer a question, with the understanding that the hearing officer or conduct board must decide the matter based upon the information available at the time of the hearing.
9. The hearing officer or conduct board advisor exercises discretion over admission of any person into the hearing.
10. In incidents involving more than one party, the hearing may be conducted as a joint hearing.
11. The hearing is conducted formally and summary notes may be kept. A hearing officer or conduct board may audio record the hearing if it is deemed appropriate.
12. If a student is found responsible, the hearing officer or conduct board reviews the student's full conduct record to decide if a sanction should be more severe based upon past history. This information is not used to determine a student's responsibility for alleged violations.
13. No later than five business days following the hearing, a student receives a letter electronically from the hearing officer or conduct board advisor, informing her/him of the hearing's results. Additional time may be needed if the case is complicated in nature. In cases involving both a complainant and respondent, both parties are notified of the outcome.
14. A student who has participated in the hearing process and been found responsible for violating the Student Code of Conduct may file a written appeal. Appeals will only be granted if one of three criteria is met, as described in the Appeal Process section of the Student Handbook. In cases involving sexual assault, both the complainant and respondent may file an appeal.
15. If the student fails to attend the hearing, the hearing occurs in his/her absence and the student forfeits the right to appeal the hearing officer or conduct board's findings.
16. During the hearing, the University may accommodate concerns for the personal well-being, and/or fears of confrontation of the complainant, respondent, and/or other witnesses by providing separate facilities, using a visual screen, and/or permitting participation by telephone, videophone, closed circuit TV, video conferencing, video and/or audio recordings, written statement, or other means. This determination is based on the judgment of the Director of Community Standards, Assistant Vice President of Student Success, or his/her designee.
17. If at any time during the course of a hearing, any person exhibits behavior or language that is disruptive or threatening, he/she may be dismissed with the process continuing without his/her presence or input.

Appeal Process

The appeal process ensures that a student has been treated fairly in the hearing process. A student who has participated in the hearing process and been found in violation of the Student Code of Conduct may file a written appeal. In cases involving sexual assault, both the complainant and respondent parties may file an appeal.

Appeals may be heard by the Director of Community Standards, the Assistant Vice President of Student Success, an authorized designee, or the appeal board. The Dean of Students (or designee) may review the outcome of an appeal and modify the decision with both the ability to increase or decrease the severity of a final outcome. An appeal must demonstrate one or more of the following bases for appeal and explain in detail the support for each basis:

- New information is now available that was not known at the time of the hearing. This information may have been sufficient to alter the original hearing officer's decision. This new evidence will be considered only if it is clear that the evidence could not have been known by the student(s) appealing at the time of the original hearing.
- A procedural error occurred and the hearing was not conducted in accordance with procedures prescribed by the hearing process. This procedural error impaired a student's right to a fair opportunity to be heard.
- The severity of the sanction is not appropriate for the violation(s) committed, and the past conduct history of the student. This is not applicable for minimum standard sanctions of the alcohol or other drug policy.

The appeal review is limited to an analysis of the written appeal document, the notes and documents of the initial hearing, and an interview with the original hearing officer or conduct board advisor. The appeal process is not a re-hearing of the case – it is an opportunity for an impartial panel to review a case and examine potential errors in the process, unduly severe sanctions, or new information.

If the appeal is based on the appropriateness of the sanction(s) issued, a complete review of the student's conduct history, including previous sanction(s), will take place. In cases where new evidence has emerged, this information will be included as part of the review process. If new information or a procedural error has been determined through the appeal process, the case may be referred to another hearing officer/conduct board to allow for a reconsideration of the original finding. The new hearing will be scheduled as soon as possible.

If there is reason to believe that the sanctioned student or other members of the University community are at risk, or a need exists to protect University property or prevent disruption of the University's educational process, the Dean of Students, Assistant Vice President of Student Success, or designee may immediately enforce any or all of the original sanctions and those sanctions shall remain in effect pending the final outcome of the appeal.

All decisions resulting from an appeal review are final. Although a verbal notification may be provided to the student, an email notification of the decision is sent within ten business days of the review.

To submit a Petition for Appeal:

- Students will receive an individual appeal link included in the outcome email they receive from the hearing officer or conduct board advisor. Global Campus (COCE) students must submit forms to cococonduct@snhu.edu.
- The Petition for Appeal must be submitted within five business days of the decision being rendered.
- If the appeal is reviewed, a decision will be made within 10 business days of receiving the petition. Outcomes could include: Upholding the decision, changing the decision, dismissal of the original decision/sanctions, or granting a new hearing. In cases of sexual assault, the University has the right and is required to notify the victim.

If a decision is overturned, the person(s) hearing the appeal will provide a written rationale for overturning decisions to the staff member who made the original finding.

Annual Fire Safety Report

Only the Main Campus (Manchester) is a residential campus and included in the annual fire safety report.

Fire Safety Disclosures

A fire is any instance of an open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

Where to Report a Fire

All fires must be reported to the Public Safety Department at 603-645-9700 even if the fire is out and regardless of the size of the fire. Provide as much information as possible about the location and possible cause of the fire.

If anyone finds evidence of a fire that has been extinguished, and that person is unsure if the Public Safety Department has already been notified, that person should immediately notify the Public Safety Department so that the incident can be documented and investigated.

Fire Log

Daily Crime and Fire Logs are available for review during normal University business hours (8am to 4:30pm, Monday through Friday, except holidays and emergency closures) at the Public Safety office, located in the Hospitality Center on the Main Campus at 2500 North River Road, Manchester, NH. The information in the crime and fire log relative to fires typically includes information about fires that occur in residential facilities, including the nature, date reported, date and time, and general location.

Unless the disclosure is prohibited by law or would jeopardize the confidentiality of the victim, newly reported crimes and updated information regarding previously reported crimes are entered into the daily crime and fire log within two business days of when it is reported to Public Safety. The Public Safety Department makes the daily crime and fire log for the most recent 60-day period open to public inspection during normal business hours. Additionally, any portion of these crime and fire logs that are older than 60 days are made available for public inspection within two business days of a request.

Fire Protection and Prevention

Southern New Hampshire University's residential and non-residential buildings are thoroughly equipped with combinations of sprinkler systems, smoke and heat detectors, fire hose connections, and extinguishers which are at all key locations and are easily accessible. All of our fire suppressant systems meet or exceed current codes.

A minimum of two unannounced fire drills are conducted each year and any deficiencies found are immediately addressed.

The University takes fire safety issues very seriously and is regularly inspected and consults with the Manchester Fire Department and Hooksett Fire Department on fire safety issues. The Manchester Fire Department is approximately 2.72 miles from the main campus. The Hooksett Fire Department is approximately 2.03 miles from the main campus. This distance allows for quick response to any fire alarm or

other emergency situations.

Both Departments are responsible for their sections of campus which is divided by the town and county line. These departments also provide mutual aid to each other in the event of an actual emergency on campus.

All fire alarm systems are wired into or radio dispatched to the Manchester and Hooksett fire departments.

Fire hydrants are located strategically for quick response and adequate supply of water.

SNHU On Campus Student Housing Fire Safety Systems

Building	Sprinkler System?	% Sprinklered	Fire Alarm Monitored by Alarm Company	Fire Alarm Monitored by Fire Dept.	Smoke Detection	Fire Extinguishers	# of Evacuation (Fire) Drills Each Academic Year	Heat Detector
Conway	Full	100%	X		X	X	2	X
Hampton	Full	100%	X		X	X	2	X
Lincoln	Full	100%	X		X	X	2	X
New Castle Hall	Full	100%	X	X	X	X	2	X
Washington Hall	Full	100%	X		X	X	2	X
Windsor	Full	100%	X		X	X	2	X
Tuckerman	Full	100%	X		X	X	2	X
Monadnock	Full	100%	X		X	X	2	X
Kingston	Full	100%	X	X	X	X	2	X

Statistics and Related Information Regarding Fires in Residential Facilities

Residential Facilities	Year	Total Fires	Date and Time Reported	Cause of Fire	Number of Injuries	Fire Related Deaths	Value of Property Damage
Conway Apartments 33 Eastside Dr.	2023	0	n/a	n/a	n/a	n/a	n/a
	2024	0	n/a	n/a	n/a	n/a	n/a
	2025	0	n/a	n/a	n/a	n/a	n/a
Hampton Pods 22 Eastside Dr.	2023	0	n/a	n/a	n/a	n/a	n/a
	2024	0	n/a	n/a	n/a	n/a	n/a
	2025	0	n/a	n/a	n/a	n/a	n/a
Kingston Hall 2500 N. River Rd.	2023	0	n/a	n/a	n/a	n/a	n/a
	2024	1	11/07/2024 6:49pm	Unintentional Grease fire on stove	0	0	0
	2025	0	n/a	n/a	n/a	n/a	n/a
Lincoln Apartments 31 Eastside Dr.	2023	0	n/a	n/a	n/a	n/a	n/a
	2024	0	n/a	n/a	n/a	n/a	n/a
	2025	0	n/a	n/a	n/a	n/a	n/a
Monadnock Hall	2023	0	n/a	n/a	n/a	n/a	n/a

62 Eastside Dr.	2024	0	n/a	n/a	n/a	n/a	n/a
	2025	0	n/a	n/a	n/a	n/a	n/a
Newcastle Hall 2500 N. River Rd.	2023	0	n/a	n/a	n/a	n/a	n/a
	2024	0	n/a	n/a	n/a	n/a	n/a
	2025	0	n/a	n/a	n/a	n/a	n/a
Tuckerman Hall 34 Eastside Dr.	2023	0	n/a	n/a	n/a	n/a	n/a
	2024	0	n/a	n/a	n/a	n/a	n/a
	2025	0	n/a	n/a	n/a	n/a	n/a
Washington Hall 2500 N. River Rd.	2023	0	n/a	n/a	n/a	n/a	n/a
	2024	0	n/a	n/a	n/a	n/a	n/a
	2025	0	n/a	n/a	n/a	n/a	n/a
Windsor Pods 24 Eastside Dr.	2023	0	n/a	n/a	n/a	n/a	n/a
	2024	0	n/a	n/a	n/a	n/a	n/a
	2025	0	n/a	n/a	n/a	n/a	n/a

Portable Fire Extinguishers

- Portable fire extinguishers at the University are intended for use by trained individuals.
- You should activate the nearest fire alarm prior to using a fire extinguisher. Most portable extinguishers are appropriate for only small contained fires, such as a fire in a wastebasket.
- Don't fight a fire if you have not been trained or are unsure about what type of extinguisher to use.
- Remember to never fight a spreading or growing fire and never block your escape.

Fire Safety Education and Training

Public Safety officers are trained in fire suppression through interactive online and hands-on training.

Residents receive a general orientation to fire safety policies and fire safety systems present in their hall/floor meeting at the beginning of the academic year. Residents also participate in a minimum of two evacuation drills each year.

Fire Safety Related Policies and Procedures

Breaching campus fire safety, including, but not limited to, any of the following fire safety policies:

1. Setting a fire (including charring, burning, lighting of papers, or any other act that could cause a fire), causing or creating a false alarm, or other such intentional or reckless conduct that causes harm or reasonable apprehension of harm to a person or property. Damage to property will be prosecuted as arson whenever appropriate.
2. Misusing, tampering, or damaging fire safety equipment is prohibited, including:
 - a. Removing, discharging, or damaging fire safety equipment,
 - b. Suspending items from a ceiling, overhead wires, pipes, and sprinkler heads, or
 - c. Covering smoke detectors, sprinkler heads, electrical outlets, or lights.

3. The cost for activating false fire alarms is a minimum of \$350. Costs for false alarms that cannot be attributed to a specific individual(s) will be assessed to the residents of the floor or area where the alarm was registered. Anyone found discharging a fire extinguisher for reasons other than a fire will face conduct action and will be held responsible for the costs related to damage of property, clean up, and recharging the affected fire extinguisher(s).
4. Failure to evacuate university buildings during a fire alarm.
5. Camp stoves, candles, incense and incense burners, propane torches, and lanterns are not permitted in any residence.

Flammable Materials and Fireworks

Students may not possess anything in the nature of fireworks or explosives on any property owned or operated by the university. Students may not ignite or detonate anything that could cause damage by fire, explosion or similar means to persons or property.

Grills

Personal cooking grills (charcoal, gas or propane) are not permitted on campus. Students may use the university-owned grills.

Residence Life Policies on Portable Appliances, Smoking, and Open Flames

For safety reasons, university regulations prohibit the possession or use of some appliances even though they are regularly found in private homes. Examples of items not allowed are: Space heaters, power tools, hot pots, hot plates, toaster ovens, coffee makers, other small cooking appliances, microwave ovens, air conditioners, immersion heaters, and halogen lamps. This list is a guide and is not all-inclusive. The university reserves the final decision on any item determined to be inappropriate for residence halls. Residents living in an apartment, suite, or multi-person space may have toaster ovens, coffee makers, or microwaves. Whenever using any appliance, follow common sense and exercise reasonable precautions.

The following rules apply to the use of electrical appliances:

1. The appliance must be UL approved.
2. Devices that overload or extend the normal capacity of outlets are prohibited. UL approved power strips with separate circuit breakers are allowed.
3. Extension cords must be grounded.

Open flames are not permitted in residence halls. Camp stoves, candles, incense and incense burners, propane torches and lanterns are not permitted in any residence.

For the safety and health of the entire campus community, the smoking policy of the institution is intended to minimize the effects of smoking and comply with the state legislation (RSA 155:64-77). Smoking is prohibited in all buildings and on Larkin Field. In addition, smoking is prohibited within 25 feet from any university building entrance.

Health & Safety Regulations

No more than 50 percent of the total wall area in any room may be covered with combustible materials (e.g. flags, posters, pictures). Nothing may be suspended from the ceiling, overhead wires, pipes, and sprinkler heads, or cover smoke detectors. Electrical outlets and lights may not be covered at all.

Cut Christmas trees, wreaths, greens, shrubbery, etc. are not permitted. Fire retardant artificial trees are allowed, but cannot block any doorways and/or corridors, nor obstruct passage into one's residence.

The university does not permit any type of student construction in residence. This includes all types of constructed areas (e.g. sleeping lofts, flatscreen TV mounts) and any materials. Furniture residents bring into their area must be free-standing (not bolted or fixed to walls, floors, etc.) and should be a size that does not block doorways and/or corridors or in any way obstructs passage into their residence.

Bunk beds may only be used as they are designed and intended. Residents may not construct anything to change the height of furniture (e.g., lofts) or use any items that raise the height of any furniture (e.g., milk crates, cinder blocks, etc.). If a bunked or lofted bed is needed, Facilities may provide one.

Plans for Future Improvements in Fire Safety

The University meets all state and local fire safety codes, and first responding employees, including Public Safety, Residence Directors, and Wellness staff, regularly receive fire safety training. The University also completes all required inspections of fire alarm systems and fire sprinkler systems in accordance with applicable fire safety requirements. The University continues to assess and upgrade fire safety equipment as an ongoing process to ensure that all equipment meets National Fire Safety standards.

SNHU Emergency Evacuation

Emergency situations that call for evacuation of classrooms and buildings will be announced by the emergency fire alarm horns and visual alarm systems. When these alarms sound or are seen, all persons **must** immediately leave the building. **Do Not Use Elevators** during an emergency. The following are guidelines for individuals with and without disabilities:

Procedures for individuals without need of assistance:

- Treat all alarms as if they warned of real emergencies and always evacuate.
- Faculty and staff members should take a leadership role ensuring all students and guests follow evacuation procedures. Faculty, staff and students should be aware of the nearest emergency exit and alternative exits if necessary.
- Close but do not lock windows and doors, doors that are locked for security reasons may remain locked based on the general practices of the department. Remember that closed windows and doors can reduce the spread of fire and/or hazardous materials and fumes.
- Use appropriate exit – Do not use elevators. Exit the building using the closest stairwell or exit door. Move at least 50 feet away from the building so fire/rescue personnel may have greater access to the building.
- If possible, take any required medication and appropriate outerwear with you.
- If possible, assist persons requiring additional assistance exiting the building. If special assistance is needed, please alert Public Safety at ext. 9700 or 603-645-9700 of an individual's need and specific location.

Emergency Building Evacuation for People with Disabilities

This procedure has been developed to provide assistance to individuals with a physical or sensory disability when an emergency occurs; however SNHU calls to the attention of all individuals with disabilities the fact that no one else can look out for their well-being as well as they can themselves. Therefore, individuals with disabilities need to be responsible for studying and remembering the important parts of each building they are in, including exits, phone locations, and elevator procedures.

- Responsibility for evacuation plan awareness belongs to the student, staff, or faculty member. During an emergency, individuals requiring special assistance should notify the Office of Public Safety at ext. 9700 or 603-645-9700 of their location so emergency personnel may be notified.
- With permission of a student, the Office of Public Safety will be provided with a student's class schedule by the Office of Disability Services.
- Individuals requiring evacuation assistance are encouraged to create an evacuation plan in coordination with the appropriate office or offices including: Office of Disability Services, Residence Life, Public Safety, and the Office of Human Resources & Development. In addition, individuals requiring evacuation assistance and who reside on campus may register via the Public Safety Department with the Fire Department.
- When an emergency occurs in a single-level building, individuals must leave the building using the nearest available exit. Once outside, move at least 50 feet away from the building. A volunteer student or staff member may assist the individual to safety.
- When an emergency occurs in a multi-level building, individuals are to go to the nearest stairwell, enter the stairwell and remain at the top of that stairwell for emergency personnel. Stairwells provide a safe haven for up to two hours and emergency personnel are trained to check stairwells first. Do not use elevators during emergencies. Ideally, and only on a volunteer basis, it is best if someone waits with the individual until help arrives.

Specific Guidelines for Assisting Those with a Disability:

Mobility Impaired:

- On a ground level floor, individuals with mobility impairments should exit the building using the nearest emergency exit.
- On a non-ground level floor, individuals with mobility impairments should move to the nearest stairwell and wait for emergency personnel. If possible, the individual should alert Public Safety at ext. 9700 or 603-645-9700 to their location and evacuation need.

Vision Impaired:

- Help guide a person with vision loss by asking the person if he/she would like to take your arm at the elbow. DO NOT grasp the arm of a person with low vision or blindness. Give the person verbal instructions as you guide the person, advising about steps, rough terrain, walking through doorways, debris, etc. Verbal compass directions, estimated distances, and directional terms are the most familiar tools for person with vision loss.
- A service animal could become confused or disoriented in a disaster. People who are blind may have to depend on others to lead them, as well as their service animal, to safety during an emergency.

Hearing Impaired:

- Individuals who are deaf or hard of hearing should be informed individually of the emergency and how to respond as soon as the emergency is identified. Write directions on paper, if necessary. It should not be assumed that hearing impaired persons can hear the fire alarm or that they will know what to do by

watching others. Residents who have disclosed that they are hearing impaired are provided with a flashing alarm system in their residence.

Respiratory Illnesses:

- Many respiratory illnesses can be aggravated by stress. In an emergency, oxygen and respiratory equipment may not be readily available. People with respiratory illnesses should be referred to emergency personnel. In an emergency, individuals with respiratory illness should notify Public Safety at ext. 9700 or 603-645-9700 of their location and evacuation needs.

Other Disabilities:

- Ask the person how you can help them most effectively. Be calm and reassuring. If the person is not able to evacuate safely, lead the person to an area of safety outside the building or if in a multi-level building to a stairwell. Assure the individual that assistance is on the way and if possible, notify Public Safety at ext. 9700 or 603-645-9700 of the location and evacuation need of the individual.

In the Event of Fire

- If you discover a fire in your area: alert others in the immediate area, get out, and close the door behind you.
- Activate the building fire alarm system on your way out and call Public Safety at 603-645- 9700 from a safe place.
- Leave the fire area immediately by following your planned exit route and closing all doors behind you to slow the spread of fire and smoke.
- Exit the building via the closest exit or exit stairway.
- Never use an elevator when evacuating for a fire alarm or smoke-filled building. Always use the stairs.
- Once outside the building, move to a safe area, tell the fire department if anyone is left inside, and do not reenter until you are told to do so.

If you are Trapped or Unable to Exit

- Stay calm and take steps to protect yourself.
- If possible, move to a room with an outside window.
- If there is a working phone, call Public Safety and tell the dispatcher where you are. Do this even if you can see the fire department from the window.
- Stay where rescuers can see you through the window and wave a light-colored item to attract their attention.
- Stuff clothing, towels, or blankets around the cracks in the door to help keep smoke out of your refuge.
- If possible, open the window at the top and bottom. Be ready to shut the window quickly if smoke rushes in.
- Be patient. The rescue of occupants of large structures could take time.

SNHU strives to ensure the safety of all members of the campus community. By remaining calm and following the Emergency Evacuation Procedures, the highest level of safety will be ensured for all.