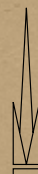




**FALL 2008**

# **CRIME AWARENESS**

- **SAFETY TIPS**
- **AWARENESS EFFORTS**
- **YOUR RESPONSIBILITIES**
- **CAMPUS POLICE  
PHONE NUMBERS**
- **CRIME STATISTICS**



**Georgia Institute  
of Technology®**



Campus Overview

The Georgia Institute of Technology is one of the nation’s top research universities, distinguished by its commitment to improving the human condition through advanced science and technology. Georgia Tech’s campus occupies 450 acres in the heart of the city of Atlanta, where more than 19,000 undergraduate and graduate students receive a focused, technologically based education.

Accredited by the Southern Association of Colleges and Schools (SACS), the Institute offers many nationally recognized, top-ranked programs. Undergraduate and graduate degrees are offered in the Colleges of Architecture, Computing, Engineering, Management, Sciences, and the Ivan Allen College of Liberal Arts. Georgia Tech is consistently ranked in *U.S. News & World Report’s* top ten public universities in the United States.

Georgia Tech is an open campus; access onto the campus is not controlled. Except for residence halls, which are locked twenty-four hours a day, and some research areas, Institute facilities are open to the public during regular business hours. At other times, facilities are locked and only persons authorized by Space Planning, Facilities, or the individual departments within the building may have access to the facility.

Georgia Tech Facilities maintains Institute buildings and grounds with a concern for safety and security. Its staff regularly inspects the campus, evaluates lighting, and makes repairs affecting safety and security hazards such as broken windows and locks. The Georgia Tech Police Department and other departments assist Facilities by reporting potential safety and security hazards.

No campus is isolated from crime; therefore, Georgia Tech has taken responsibility to employ security measures to protect the campus community. All persons who come to campus are expected to obey all laws and Institute and department rules related to the use of each facility. Those who fail to comply are subject to arrest and/or disciplinary action through the Institute.

The Georgia Institute of Technology is committed to providing a safe and secure environment for all faculty, staff, students, and visitors.

Campus Law Enforcement

Location

The Georgia Tech Police Department (GTPD) is located at 879 Hemphill Avenue and is open twenty-four hours a day, seven days a week, including weekends, holidays, and semester breaks.

Campus Law Enforcement Responsibilities

Primarily responsible for protecting the life and property of people on the Georgia Tech campus, officers patrol the campus on a twenty-four-hour basis and provide a full range of public safety services including:

- Investigating criminal incidents and traffic accidents;
- Providing first response to emergencies;
- Enforcing laws and Institute regulations;
- Reporting crimes and traffic accidents; and
- Conducting crime awareness and prevention programs.

When a criminal act is reported, the department will investigate the incident and make every reasonable effort to identify the offender(s). Depending upon the wishes of the victim, nature of the offense, and the evidence gathered, the case will be presented for prosecution in the criminal courts of Georgia.

If a member of the Georgia Tech community is identified as an offender in an incident, the Georgia Tech Police Department also will notify the appropriate Institute administrator so that administrative disciplinary action may be taken.

Campus Law Enforcement Training

Officers are professionally trained and certified in accordance with the Georgia Peace Officer’s Standards and Training Council and attend continuing in-service training programs to further develop their skills.

Authority

State laws (O.C.G.A. 20-3-72) give Georgia Tech officers the authority to make arrests for crimes committed upon any property under the jurisdiction of the Board of Regents of the University System of Georgia and for offenses committed upon any public or private property within 500 yards of any property under the jurisdiction of the Board.

Additionally, the department works closely with city, county, and state law enforcement agencies throughout Georgia.

Procedures for Reporting Crimes and Other Emergencies

Accurate and Prompt Reporting: General Procedures

Like any other community of 23,000 people, Georgia Tech experiences accidents, injuries, crimes, and other emergencies. To report such incidents, potential criminal actions, or suspicious incidents, please call 911 from a campus phone or notify the GTPD at 404-894-2500 or 404-894-GTPD. An officer will be dispatched to the scene and, if necessary, summon additional emergency assistance.

*Note: Confidentiality is limited to only that provided by law.*

Reporting by Pastoral and Professional Counselors

Any incidents that may have been reported only to pastoral and professional counselors of the Institute are generally protected by privacy rights of the client or patient and are not included in any of the following statistics, nor for any timely warning notifications to the campus.

Who Should Crimes Be Reported To

To report a crime in progress, please call 911 from a campus phone. To report non-emergency related crimes please call 404-894-2500 or 404-894-GTPD from an on-or off-campus phone or cell phone. Dispatchers are available at these respective telephone numbers twenty-four hours a day to answer your call. All GTPD reports are forwarded to the Office of the Dean of Students for review and potential action by the Office of Student Integrity. GTPD investigators will investigate a report when it is deemed appropriate.

Additional information obtained via the investigation will also be forwarded to the Office of Student Integrity.

Timely Warnings

In the event that a situation arises that in the judgment of campus officials constitutes an ongoing or continuing threat, the Georgia Tech Police Department (GTPD) will issue a “timely warning” to the campus. GTPD also shares warnings from local police departments if the campus area may be impacted. Such reporting is in compliance with the Clery Act, a federal statute enacted to keep students, faculty, and staff informed of criminal activity on or near campus.

GTPD will work with Georgia Tech Communications and Marketing and appropriate campus departments to determine optimal methods for broadcast. Weekly crime summaries are available at [www.police.gatech.edu](http://www.police.gatech.edu).

Anyone with information warranting a timely warning should report the circumstances to the Georgia Tech Police Department, by phone (404-894-GTPD or 911 from a campus phone), or in person at the Communications Center within the department office at 879 Hemphill Ave.

Preparing the Annual Security Report Crime Statistics

Major crimes reported to the Georgia Tech Police Department for January through December of the most recent three-year period are listed in the chart on page 2. Georgia Tech Police Incident Reports are subject to Georgia’s Uniform Crime Reporting Program and the Georgia Open Records Act. Confidentiality is limited to only that provided by law.

Disciplinary referrals for violations of the Student Code of Conduct, which may include some criminal offenses specified for this report, are sometimes made directly to the Office of the Dean of Students by individuals or campus organizations other than the Georgia Tech Police. The chart provides statistics for those offenses reported directly to the Office of the Dean of Students by those individuals or organizations.

Important Definitions

Crimes reported for the Georgia Institute of Technology are classified as being on or off campus by using the following boundaries: For the purposes of classifying the reported crimes, the following definitions apply:

- **Campus:** (1) Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes, including residence halls; and (2) any building or property that is within or reasonably contiguous to the area identified in paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).
- **Non-campus building or property:** (1) Any building or property owned or controlled by a student organization that is officially recognized by the Institute; or (2) any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the Institute’s educational purposes, is frequently used by students, and is not within the

same reasonably contiguous geographic area of the institution.

- **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.

Sexual Offenses

What to do

No matter how careful you are or how safety conscious your behavior is, you or someone you know may experience an unwanted sexual encounter. If this does occur, there are professionally trained individuals at Georgia Tech who can assist you. We recommend the following procedures:

Seek medical attention

If an assault has just occurred, getting medical attention within the first seventy-two hours is important for medical reasons as well as to collect evidence. Local rape crisis centers are available for medical and counseling assistance twenty-four hours a day. The Tech Women’s Clinic and Health Services are available during office hours for assistance and follow-up care. The Tech Police will transport you to Grady Rape Crisis Center for medical attention. You may request that a friend or family member accompany you. Additionally, a staff member of the Office of the Dean of Students or an advocate from the Women’s Resource Center can be contacted to accompany you to the hospital or talk to you about available resources.

Although your first instinct after a sexual assault is to bathe, it is very important that you do not bathe, wash, gargle, brush your hair, or change your clothes. Important evidence could be destroyed if you do so. If you do bathe, it is still important to seek medical care. If possible, bring your changed clothes in a brown paper bag for evidence collection.

Consider Counseling

The Tech Counseling Center is committed to assisting students who have been sexually assaulted. The confidential services at the Counseling Center are free for enrolled students, and same-day appointments are available in emergency situations. To make an appointment at the Counseling Center, call 404-894-2575.

A twenty-four-hour emergency consultation service is also available from the Counseling Center. You may contact a counselor on call through the Tech Police Department at 404-894-2500. You do not have to file a police report for counseling assistance. After care in the form of counseling, advocacy, and follow-up is also available from the local rape crisis centers.

Consider reporting the crime

In addition to assistance from the Georgia Tech Police, the Grady Rape Crisis Center, and the Tech Counseling Center, a staff member from the Women’s Resource Center can serve as your advocate. An advocate can assist victims (male or female) in identifying resources to cope with the aftermath of sexual violence. These resources include counseling services, medical attention, concerns with housing, safety, or academic performance, etc.

GEORGIA TECH POLICE DEPARTMENT					
	2005	2006	2007		
	NON-CAMPUS	ON CAMPUS	ON CAMPUS RESIDENTIAL	PUBLIC PROPERTY	TOTALS
CRIMINAL OFFENSES					
Murder and Non-negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Forcible Sexual Offenses	0	0	0	0	0
Nonforcible Sexual Offenses	0	1	1	0	2
Aggravated Assault	0	0	2	0	2
Arson	0	3	1	1	5
Burglary	0	0	0	0	0
Larceny-Theft	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0
Robbery	0	0	0	0	0
Totals	0	1	1	5	7
ARREST STATISTICS					
Drug Law Violations	0	0	7	9	16
Liquor Law Violations	0	0	1	4	5
Weapon Law Violations	1	1	1	10	13
All Other Arrests	2	1	5	2	10
Totals	0	0	0	0	0
CAMPUS DISCIPLINARY REFERRALS					
Drug Law Violations	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0
Weapon Law Violations	0	0	0	0	0
Totals	0	0	0	0	0
HATE CRIMES					
Race (Actual or Perceived)	0	0	0	0	0
Gender	0	0	0	0	0
Religion	0	0	0	0	0
Sexual Orientation	0	0	0	0	0
Ethnicity	0	0	0	0	0
Disability	0	0	0	0	0
Totals	0	0	0	0	0

DEAN OF STUDENTS					
	2005	2006	2007		
	NON-CAMPUS	ON CAMPUS	ON CAMPUS RESIDENTIAL	PUBLIC PROPERTY	TOTALS
CRIMINAL OFFENSES					
Murder and Non-negligent Manslaughter	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0
Forcible Sexual Offenses	0	0	0	0	0
Nonforcible Sexual Offenses	0	0	0	0	0
Aggravated Assault	1	1	4	2	8
Arson	1	3	3	4	11
Burglary	0	0	0	0	0
Larceny-Theft	0	9	1	0	10
Motor Vehicle Theft	0	0	0	0	0
Robbery	0	0	0	0	0
Totals	3	12	6	0	21
ARREST STATISTICS					
Drug Law Violations	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0
Weapon Law Violations	0	0	0	0	0
All Other Arrests	0	0	0	0	0
Totals	0	0	0	0	0
CAMPUS DISCIPLINARY REFERRALS					
Drug Law Violations	1	0	1	0	2
Liquor Law Violations*	0	3	57	0	60
Weapon Law Violations	0	2	159	0	161
Totals	1	3	58	0	62
HATE CRIMES					
Race (Actual or Perceived)	1	1	1	0	3
Gender	0	0	0	0	0
Religion	0	0	0	0	0
Sexual Orientation	0	0	0	0	0
Ethnicity	0	0	0	0	0
Disability	0	0	0	0	0
Totals	0	0	0	0	0

\* Includes "policy" violations, not just "law" violations.

CITY OF ATLANTA			
	2007	2006	2005
CRIMINAL OFFENSES			
Murder and Non-Negligent Manslaughter	0	N/A	0
Negligent Manslaughter	0	N/A	0
Forcible Sexual Offenses	0	N/A	1
Non-Forcible Sexual Offenses	0	N/A	0
Aggravated Assault	1	N/A	23
Simple Assault	N/A	N/A	5
Arson	0	N/A	0
Burglary	13	N/A	66
Larceny-Theft	51	N/A	365
Motor Vehicle Theft	16	N/A	64
Robbery	6	N/A	17
Totals	87	N/A	541
ARREST STATISTICS			
Liquor Law Violations	5	N/A	N/A
Drug Law Violations	0	N/A	N/A
Weapon Law Violations	0	N/A	N/A
All Other Arrests	132	N/A	N/A
Totals	137	N/A	N/A
HATE CRIMES			
Hate/Bias Crime	0	0	N/A
Totals	0	0	N/A
*2006 statistics not available			

Reporting Options:

- A victim may meet with a staff member of the Women's Resource Center, which is a unit of the Office of the Dean of Students, to discuss support services and reporting options. At this time, the victim may prepare a statement regarding the assault.
- If the accused person is a student, the victim may file a report with the Office of Student Integrity for investigation.
- If the accused person is a faculty or staff member, the victim may file a report with the Office of Human Resources for investigation.

AND/OR

- The victim may file a report with Georgia Tech police or local police for a criminal investigation. Reports to Tech Police will be shared with the Office of Student Integrity and will be investigated for campus violations. The Women's Resource Center can provide an advocate to assist with reporting to campus or local police.

OR

- The victim may file a confidential report with the Office of the Dean of Students, Department of Health Promotion, Department of Housing professional staff or the Women's Resource Center.
- Victims may choose a confidential reporting option where general information is collected for campus statistics but the case is not investigated.
- If information is provided that would identify the accused person, federal law requires the Institute to investigate the case. Examples of identifying information include but are not limited to: name, email account, apartment or room number, job title (i.e., TA for particular class, etc.), and/or specific description.

- The victim may file no report and still receive support services.

The complaint should be submitted as soon as possible after the misconduct or harassment has occurred. However, the Office of Student Integrity will review the allegation past the deadline stated in the Student Code of Conduct to determine if an investigation is feasible at the time of the report.

Sexual Assault  
Disciplinary Procedures

Potential violations reported through GTPD or individuals will be investigated by the Office of Student Integrity per the procedures found in the Student Code of Conduct. All rights of the victim/complainant and accused will be observed. Possible sanctions, as listed in the Student Code of Conduct, are as follows:

- Disciplinary Warning
- Disciplinary Probation
- Suspension Held in Abeyance
- Suspension
- Expulsion

Victim's Bill of Rights

- The federal 1992 Victim's Bill of Rights assures victims of the following rights: (Adapted from Statute Text-20 USC § 1092 (f)(8))
- Have any and all sexual assaults committed against them treated with seriousness, dignity and respect.
  - Receive information outlining the campus procedures to follow once a sexual offense has occurred.
  - Receive information about options to report a sexual assault (i.e., campus and/or local police, the Office of Student Integrity, and the confidential reporting form) and assistance from trained advocates if requested.
  - Have all the rights the accused has in the student conduct process, with the exception of the right to appeal. Rights include being informed of the date and location of a conduct hearing; having an advisor present during meetings and hearings; and being informed of the outcome of any campus conduct proceeding alleging a sexual misconduct or harassment.
  - Notified of options and assistance in changing academic and living situations if requested and the changes are available. The Office of the Dean of Students, and in particular the Women's Resource Center, will work with students requesting these services.
  - Receive support services (i.e., campus counseling, medical assistance) without being required to pursue legal or judicial cases.

Rights of the Accused

- Throughout the conduct process, the accused is granted the following rights:
- to seek information from a student conduct administrator about the investigation and resolution process;
  - to be informed of the charge(s) and alleged

- misconduct upon which the charge is based;
- to be informed of the information upon which a charge is based and afforded an opportunity to offer a relevant response;
  - to be accompanied by an advisor of his/her choice;
  - to remain silent with no inference of responsibility drawn;
  - to call and question relevant witnesses;
  - to present information in his/her behalf;
  - to be considered not responsible until proven responsible by a preponderance of the evidence;
  - to appeal the decision; and
  - to waive any of the above rights.

Campus Resources

Dean of Students	404-894-2564
Counseling Center	404-894-2575
Department of Health Promotion	404-894-9980
Health Services	404-894-2584
Department of Housing	404-894-2470
Campus Police	
Crime Prevention	404-894-1288
Diversity Issues and Programs	404-894-6367
Women’s Resource Center	404-385-0230
Women’s Clinic	404-894-1434

The most up-to-date campus and community resource information is available at [www.voice.gatech.edu](http://www.voice.gatech.edu).

Sexual Assault Education Programs

Educational Programs

The Institute’s Sexual Violence Task Force is a committee composted of students, faculty, and staff committed to preventing and responding to sexual assault on the Georgia Tech campus. In addition, the Women’s Resource Center and the Department of Health Promotion provide frequent campus programs promoting awareness and prevention of rape, acquaintance rape, and other sexual offenses. For more information about these programs, visit [www.womenscenter.gatech.edu](http://www.womenscenter.gatech.edu) then click “sexual assault info” or visit [www.voice.gatech.edu](http://www.voice.gatech.edu).

Registered Sex Offender Information

Federal Sex Crime Prevention Act

The Federal Campus Sex Crimes Prevention Act, (section 1601 of Public Law 106-386) enacted on October 28, 2000, went into effect October 28, 2002. It is a law that provides for the tracking of convicted, registered sex offenders enrolled as students at institutions of higher education, or those working or volunteering on campus. The law 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 to the appropriate state agency, 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.

This information is available on the Web site for the Georgia Bureau of Investigation at: [www.ganet.org/gbi/disclaim.html](http://www.ganet.org/gbi/disclaim.html).

Alcohol and Drug Use and Abuse Policy Statement

Alcoholic Beverages

The Institute has established policies and guidelines governing the possession, sale, and consumption of alcoholic beverages on the campus. A copy of the Student Alcohol Policy may be obtained through the Office of Student Integrity. A copy of the Policy on Employee Alcohol and Illegal Drug Use may be obtained from the Office of Human Resources. Any use of alcoholic beverages on campus must be in compliance with the Georgia law prohibiting the use of alcohol by persons under the age of 21. Students of legal drinking age in Georgia may possess and consume alcoholic beverages in their private residences.

At any campus function for students where alcohol is served, approval must be given by campus officials and certain provisions must be made. Each person is legally responsible for his or her actions in all mental and physical conditions, including those induced by alcoholic beverages.

Illegal Drugs

Institute regulations prohibit the possession or use, without a valid prescription, of any substance currently classified as a dangerous drug by the Georgia Controlled Substance Act. Any individual breaking the law will be subject to disciplinary action and arrest.

Substance Abuse Education

Georgia Tech is committed to maintaining a campus free of drug and alcohol abuse and assisting all employees and students in finding ways to address these problems. Educational programs addressing these issues are supported and encouraged through a variety of departments. Anyone aware of problems with roommates, friends, or co-workers is encouraged to contact the appropriate office for help.

Substance Abuse Assistance

For students with substance abuse problems, assistance is available through the Georgia Tech Counseling Center and Health Promotion. The Counseling Center has experienced professional counselors and psychologists to assist students in need.

Students are scheduled for individual appointments, and all information is kept strictly confidential. Health Promotion has a full-time substance abuse prevention coordinator and trained student peer educators available to provide information individually or in group settings. Students are also welcome to seek help through Health Services, located at 740 Ferst Drive. For more information, students are encouraged to contact one of the following centers:

Counseling Center	404-894-2575
Health Promotion	404-894-9980
Health Services	404-894-2584

Georgia Tech faculty and staff may obtain assistance through the Office of Human Resources Faculty and Staff Assistance Program at 404-894-1225. Alcohol and drug assistance programs are available, including referral to community agencies. Counseling and referral services are provided by appointment, and all information is kept strictly confidential. The Faculty and Staff Assistance Program also offers training and educational programs regarding drug and alcohol awareness.

Security and Facilities Access

Living on Campus

Georgia Tech encourages its students who do not reside with their parents or families to live in the residence halls. The Housing Department supervises the assignment of rooms for single and married students. For a complete guide containing information about housing facilities and services, costs, priorities, policies, and residence hall safety, contact the Georgia Tech Housing Department at 404-894-2470.

Access to Residence Halls

Exterior doors of the residence halls are locked twenty-four hours a day. A resident’s individual room key also unlocks the main door. All visitors must be escorted through the residence halls by a resident. In the event of a lost key, the student’s room locks are re-keyed.

Staff Training

All residence life staff members undergo thorough training in enforcing residence hall security policies. As part of the responsibility for residence hall security, all residence life staff members participate in lectures and seminars that are conducted by Institute administrators and police and associated with the safety and security of the campus.

Living in off-campus housing, fraternities, and sororities

Neither the Housing Department nor Georgia Tech provides supervision for off-campus housing, apartments, and individual homes. Sororities and fraternities educate their members on safety and security in their houses and on campus. All students receive crime awareness information. Students, whether they live on or off campus, are encouraged to report all crimes to the appropriate police agency.

How You Can Help Create a Safe Campus

Safety, security, and crime prevention are everyone’s responsibilities. The cooperation and involvement of faculty, staff, and students is absolutely essential to having a safe campus. The safety and the security of you and your belongings begins with your own awareness and commitment to the safety of the community. During orientation in the fall, spring, and summer, faculty, staff, and students are informed of crime prevention and safety awareness programs offered by the Georgia Tech Police Department. Crime prevention programs and sexual assault programs are offered on a continual basis. Following are a list of resources you can use

to help create a safe campus for yourself and others.

*Note: The Georgia Tech Police Department does not monitor and record student off-campus criminal activity through local police, including student organizations with off-campus housing.*

Stay Informed

The Georgia Tech Police Department uses a variety of methods to keep the campus informed about incidents occurring on and near campus.

- Georgia Tech Police Department Web site: [www.police.gatech.edu](http://www.police.gatech.edu)
- Crime alert notifications
- Weekly crime summaries
- *Technique* and *The Whistle*: student/faculty/staff newspapers
- **Georgia Tech Emergency Notification System:** Launched in 2007, the Georgia Tech Emergency Notification System (GTENS) is a communications system that allows urgent messages to be distributed to students, faculty, and staff in the form of e-mail, voicemail, and text messages in a matter of minutes. Participation in GTENS is optional, but strongly encouraged. In addition, Georgia Tech community members may also access information about adverse weather conditions at [www.police.gatech.edu/weather.htm](http://www.police.gatech.edu/weather.htm).

To register for the crime alert notifications please contact the Crime Prevention Unit at 404-894-1288 to be added to the list. To register for the weekly crime summaries please send an email to [sympa@lists.gatech.edu](mailto:sympa@lists.gatech.edu) with the subject line subscribe\_git-police-crime-report.

Utilize Campus Resources and Services

- A variety of resources and services are available to Georgia Tech students, faculty, staff, and visitors that contribute to the overall safety and security of the campus, reducing the success of criminals.
- Publications: The Georgia Tech Police Department prepares and distributes numerous brochures and pamphlets covering topics such as rape awareness, general crime prevention, harassing phone calls, bicycle safety and security, and traffic safety.
  - New Student and Employee Orientations: New students are provided crime awareness information through the FASET (Familiarization and Adaptation to the Surroundings and Environs of Tech) program. New employees receive information through the New Employee Orientation Program.
  - Emergency/Public Telephones: For the safety of the Georgia Tech community, more than 200 emergency/public telephones are strategically located across campus. These telephones may be used to make campus calls. For emergency situations, press the red emergency button, which will connect you directly with the Georgia Tech Police Department. Your location will be automatically identified for the police dispatcher, and a Georgia Tech police officer will be dispatched to the area if necessary.
  - Campus Transportation: Georgia Tech has a bus service, the Stinger, and a van escort service, the Stingerette, available to people on campus when the Institute is in session.



**Utilize Campus Resources and Services,**  
*continued*

- For operating hours and more information, contact the Parking and Transportation Department at 404-894-9645.
- **Operation Identification:** This program assists members of the Georgia Tech community in marking and tracking information (serial and model numbers, etc.) for valuable items such as calculators, computers, and television sets. Engravers for marking valuables are available, and participants in this program are provided with inventory cards. Call 404-894-1288 for more information.
  - **Bicycle Registration:** Members of the Georgia Tech community who bring bicycles to campus are encouraged to register their bicycle for free with the Georgia Tech Police Department. Bicycle owners provide the department with important information about their bicycles and receive a registration sticker to place on their bicycle. Call 404-894-1288 for more information.
  - **Security Surveys:** Free security surveys are offered by the Georgia Tech Police Department for campus buildings and on-campus residents. For more information, call 404-894-1284.
  - **Lost and Found:** The Georgia Tech Police Department operates a lost and found area. You can stop by the Georgia Tech Police Department to drop off found property or inquire about lost property. Call 404-894-9960 for more information.
  - **Crime Awareness and Prevention Speakers:** You can request a speaker from the Georgia Tech Police Department to come and talk with your group or organization about crime awareness and prevention. To request a speaker, call 404-894-1288.

- Get Involved**  
Students, faculty, and staff are encouraged to participate in programs to improve the safety and security of the campus.
- **SGA:** Students interested in improving campus safety should contact the Student Government Association (SGA) at 404-894-2814.
  - **Special Crime Awareness Team (SCAT):** Faculty and staff interested in improving campus safety should contact the Crime Prevention Unit at 404-894-1288 and ask about the Special Crime Awareness Team.

**Personal Safety Tips**

By taking a few simple precautions as you go about your daily activities, you can reduce your chances of becoming a crime victim.

- Basic Rules**
- Be aware of your surroundings; stay alert and don't get distracted.
  - Choose well-lit, busy streets, and areas and walk with a friend.
  - Know where the police station is and what buildings are open late.
  - Use body language to communicate that you are calm, confident, and know where you are going.
  - Make eye contact with those around you and walk tall.
  - Trust your instincts. Leave if you feel uncomfortable in a setting.

- To escape danger, cross the street, move to a well-lit area, and quickly go to the nearest house or open facility.
- Never prop open exterior doors to residence halls or other buildings.
- Keep room doors locked at all times.
- Carry your keys at all times.

- Publicizing Personal Information**
- You are cautioned against publicizing personal information—your name, picture, hobbies, and other detailed personal information—on Web sites and other easily accessible sources.
  - When you publicize personal information, you open the door for this information to be used by individuals to commit identity theft and/or other predatory crimes.

- When Walking**
- Walk facing traffic.
  - Carry a minimal number of belongings.
  - Keep emergency money for telephone calls and/or transportation.
  - Have your keys in your hand when approaching your vehicle or residence.
  - If you feel you are being followed by someone in a vehicle, change your direction and write down the license plate number.

- In a Vehicle**
- Keep your vehicle in good running condition and filled with fuel.
  - Plan your route in advance.
  - Keep your vehicle doors locked at all times.
  - Park in well-lit areas.
  - If your vehicle breaks down, raise the hood, use flares, or tie a white cloth to the door handle. Stay inside the vehicle and keep all the doors locked and windows rolled up until help arrives.
  - Never pick up strangers. Do not stop to help motorists; signal that you will call for help.
  - If you are being followed, go to the nearest police or fire station, residence hall, or open facility. If no safe areas are near, honk the horn repeatedly and turn on your emergency flashers.

- Jogging, Bicycling, and Other Outdoor Activities**
- Choose safe, well-populated routes.
  - Vary your routine, including the times you perform certain activities and the routes you take to or from such activities.
  - Wear light, brightly colored clothing, especially at dusk and at night.
  - Avoid jogging, biking, and other outdoor activities alone at night.
  - If possible, carry a personal safety alarm.
  - Don't wear headphones.

- What If It Happens to You?**
- Don't resist if the attacker is only after your purse or other valuables. Don't escalate a property crime into a violent confrontation.
  - Remain calm and don't show signs of panic, anger, or confusion.
  - Call the police immediately. Identify yourself and your location.
  - Try to get a good description of your attacker:

Age	Sex
Race	Height
Weight	Complexion
Type of Clothing	Body Build

**Property Safety Tips**

The most frequently reported crimes are those involving theft of personal or institutional property. Following are some of the most frequent targets of theft reported to the Georgia Tech Police Department and some security tips to help you protect your property.

- Vehicles**
- Always lock your vehicle, and do not leave the keys inside it.
  - Close all the windows, and make sure the trunk and all doors are secured.
  - Don't leave your vehicle registration, important identification papers, credit cards, or money inside your vehicle.
  - Keep your vehicle's tag number, VIN (Vehicle Identification Number), and a complete description of your vehicle in your wallet or a safe place at your residence. If possible, keep valuable items in your trunk.
  - Park in well-lit, busy areas, and don't leave your vehicle in unattended lots for long time frames.
  - Install a security device such as a steering column lock or a cut-off switch that interrupts fuel or ignition systems.
  - Secure your vehicle's license plate with tamper-proof bolts.

- Bicycles**
- Park your bicycle in areas with a high volume of pedestrian traffic.
  - Lock your bicycle with a U-shaped lock.
  - Engrave your bicycle with an owner identification number.
  - Register your bicycle for free with the Georgia Tech Police Department. A record will be made of the make, model, manufacturer's serial number, and the owner identification number.

- Computers and Other Office Equipment**
- Lock your room or office every time you leave.
  - Keep records of your equipment that include a description of the equipment along with the make, model, and manufacturer's serial number.
  - Engrave or apply an owner or departmental identification marking where possible.
  - Secure computers with cable locks or other security devices.
  - Install burglar alarms capable of being monitored by the Georgia Tech Police Department in computer labs, offices, or storage areas that contain large quantities of valuable office or research equipment.
  - Free security surveys are offered by the Georgia Tech Police Department for campus buildings and on-campus residents.

- Textbooks and Thefts from Lockers**
- Write your name or owner identification number on several pages inside your books.
  - Never leave your book bag or books unattended while at the library, dining halls, classrooms, lounge areas, or Campus Recreation Center.
  - Lockers are safe places to store clothes, but they can be broken into.
  - Do not store valuable items in a locker without using a lock.

You can contact the following departments for more information about the topics covered in this brochure.

**Campus Police**  
404-894-2500

**Counseling Center**  
404-894-2575

**Dean of Students**  
404-894-2564

**Department of Housing**  
404-894-2470

**Diversity Issues and Programs**  
404-894-6367

**Financial Planning & Services**  
404-894-4160

**International Students**  
404-894-7475

**Office of Human Resources**  
404-894-3245

**Faculty and Staff Assistance Program**  
404-894-1225

**Parking & Transportation**  
404-894-4611

**Stingerette**  
404-894-9649

**Health Services**  
404-894-2584

**Health Promotion**  
404-894-9980

**Women's Resource Center**  
404-385-0230

**View this publication online.**

Go to the publications section of the Georgia Tech Police Department's Web site located at: **[www.police.gatech.edu](http://www.police.gatech.edu)**.

# CRIME AWARENESS

