As an accredited law enforcement agency in the State of Florida, the University of South Florida Police Department meets or exceeds over 200 standards set by the Commission for Law Enforcement Accreditation. USF is one of over 100 law enforcement agencies in the state to meet these strict standards. What this means for the community we serve here at USF is they have a professional, value based law enforcement agency working for them.

The USF Police Department employs only sworn and non-sworn professionals willing to carry out the agency’s mission:

*To protect life and property, to understand and serve the needs of any and all persons within the university community, to actively seek to identify community problems and solutions to those problems, to identify and prevent any criminal activity which may occur, and to improve the quality of life in this community.*

By having a mission statement, we are committed to ensuring a safe environment in which to learn and work. My role as Police Chief is to provide the tools and professional growth needed to fulfill this mission. We train many of our officers to provide crime prevention advice and training to the community. Some of these programs include Rape Aggression Defense, Burglary and Theft Prevention, Date/Acquaintance Rape, Office Safety and Security, and Alcohol Awareness to mention a few.

The USF Police Department also provides a full range of police services. Routine patrol of the campus and residential areas, traffic law enforcement, accident investigation, criminal investigations, dignitary protection, and crowd control at special events are some of the services the USF Police Department provides.

As in any community, a safe environment is dependent upon the partnering of the community and law enforcement agency of jurisdiction. It is with this in mind that I encourage you to contact the USF Police Department whenever you need to report a crime, want crime prevention programming or have a suggestion as to how we can work together to make the University of South Florida a better place to learn and work.

Sincerely,

**Thomas G. Longo, JD**
**Chief of Police**
The University of South Florida Police Department strives to meet the needs of the University community by providing these services to you:

- **Response** to all emergencies—police, fire, medical
- **Investigation** of all misdemeanor and felony crimes
- **Assistance** to all victims of crime
- **Investigation** of traffic crashes
- **Monitoring** of alarms for intrusion, robbery and fire
- **Maintenance** of police records information
- **Assistance** to motorists and citizens
- **Contact** and referral of individuals to other campus and community human services agencies
- **Assistance** and cooperation with emergency service agencies
- **Planning** and management of special events
- **Handling** of special security requests
- **Security** consultations and surveys
- **Receipt** and return of lost and found property
- **Provide** fingerprints for job applicants
- Off-Campus Housing - **A Guide to Apartment Safety**
Campus Security Act

In 1990, President Bush signed into law the "Student Right to Know and Campus Security Act." This act requires all postsecondary institutions to prepare, publish, and distribute certain information regarding campus crimes and policies relating to safety.

The University of South Florida is a comprehensive research university with campuses in four locations: the Tampa Campus, at St. Petersburg, Sarasota-Manatee, and Lakeland. Specific information on each campus is available.

The University Police Department

On the Tampa Campus, the University Police Department is located at the corner of Fletcher Avenue and Maple Drive. The University of South Florida Police provide a full range of public safety services to the community 24 hours a day, seven days a week.

All University Police officers are certified by the State of Florida after completing minimum standards training from the Regional Police Training Academy.

The University Police Department has an excellent working relationship with local law enforcement agencies which assists in the delivery of professional police services. The Florida Department of Law Enforcement and other local and federal agencies are available to assist upon request.

The University Police Department maintains a Police Activity Report that is available on their website or by request. The University Police will make timely reports to the campus community on serious crimes that represent a continuing threat to campus students and employees who have been reported to the campus and local law enforcement agencies.

University Police Officers have complete police authority to apprehend and arrest anyone involved in illegal acts on campus and are immediately adjacent to the campus.

Procedures to Report Criminal Acts or Emergencies on Campus

Any emergency situation involving a threat to life or property should be immediately reported to the University Police. The caller should stay on the line until the dispatcher terminates the call. During an emergency, life or medical assistance can be obtained immediately by dialing 911. All campus phones, including pay phones, may be used. 911 in an emergency call. All other business can be conducted by calling 911.

Emergency Blue Light Phones are located throughout campus and are equipped with automatic location indicators and have instructions for the hearing impaired.

Campus Sexual Assault Policy

The University Police Department is responsible for the investigation of campus sexual offenses. The University Police Department provides immediate assistance to the victim and initiates investigative processes to apprehend the perpetrator of the crime. The University Police Department works closely with the Hillsborough County State Attorney's Office in investigations of sexual batteries/rape investigations.

Complaints of sexual batteries/rape by serious criminal offenses will be processed within the criminal justice system. Serious batteries/rape committed by students is a violation of the University Student Code of Conduct. Student perpetrators are subject to institutional disciplinary sanctions, including suspension as provided by the University rules in addition to those stated above in accordance with State law.

Campus related sexual batteries/rape committed by employees is also considered a second offense in accordance with the appropriate rules and collective bargaining agreements. Employee perpetrators are subject to institutional disciplinary actions in accordance with the University rules in addition to those stated above.

Rights of Victims of Campus Related Sexual Batteries

The University endeavors and commits its efforts toward successfully dealing with the trauma experienced by victims of sexual batteries/rape. Efforts will be directed toward assisting the victim at all stages of the investigation and judicial process that may follow. The victim shall be accorded all rights in accordance with applicable rules and collective bargaining agreements.

USF policies dictate that:

- The right to be informed about the investigation, including the right to provide written statements.
- The right to be informed of the results of an investigation.
- The right to request that the University take specific actions in response to the incident.
- The right to have the option of participating in any proceedings, including the right to be present or to be represented by an advisor.
- The right to own a review of any disciplinary actions.
- The right to receive information and training on campus resources available to assist victims.
- The right to have access to and use of appropriate counseling services.
- The right to privacy in accordance with applicable rules and collective bargaining agreements.
- The right to have their concerns taken seriously and to be treated with dignity and respect.
- The right to be informed of all relevant information about the incident.
- The right to be informed of the rights and responsibilities of the person accused.
- The right to an impartial decision-making process.
- The right to be informed of the decision and to receive a copy of the decision.
- The right to appeal a decision.
- The right to receive information and training on campus resources available to assist victims.
- The right to be informed of the rights and responsibilities of the person accused.
- The right to an impartial decision-making process.
- The right to be informed of the decision and to receive a copy of the decision.
- The right to appeal a decision.
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- The right to be informed of the rights and responsibilities of the person accused.
- The right to an impartial decision-making process.
- The right to be informed of the decision and to receive a copy of the decision.
- The right to appeal a decision.
Security of Campus Facilities/Residence Halls

The University of South Florida is a public institution and, with the exception of residence halls, is open to the public during the day and evening hours when classes are in session. After these hours, University buildings are generally locked and only faculty, staff, and some students with proper identification are admitted. University Police provide regular patrol of University buildings as well as parking lots.

Resident students are issued a key at check-in so they may have access to their living unit. Students are encouraged to safeguard keys in order to enhance their personal safety and the safety of others. An effective residence hall security system program depends upon resident cooperation, staff supervision and University Police assistance. The best security system is one in which every member of the community takes personal responsibility for self-protection and the protection of their property.

University Police (UP) officers regularly patrol the residence halls and are readily available to assist on a 24-hour basis. A Resident Assistant or Night Clerk is on duty in residence hall complexes every night for security purposes. These security measures and personnel are representative of our concern for the protection of your person and property. Maintenance personnel make security inspections and corrections as needed. Students are encouraged to call the housing office or the police department to promptly report security deficiencies.

The Physical Plant Division maintains University buildings and grounds with a concern for the safety and security of all persons and property. Inspections are routinely conducted and repairs are promptly made to ensure that appropriate safety and security standards are maintained. The University Police Department assists Physical Plant personnel by reporting potential safety and security hazards which include conducting campus lighting surveys and reporting outages. Students, faculty and staff are also encouraged to call Physical Plant to report any safety or security hazards.

A representative of the University Police department is involved in the review of architectural plans for new facilities or major renovations to existing buildings. Specific recommendations are made to enhance the security of all facilities before contractors begin working. The University Police Department also conducts physical security surveys of campus facilities that may be vulnerable to criminal intrusion. Specific recommendations are made regarding security hardware, alarms or procedures that will serve to reduce the opportunities for crime to occur in or around campus buildings.

Off-Campus Student Residence

At the Tampa campus, many of our students live in privately owned fraternity houses or apartments located near the campus. The local law enforcement agency of jurisdiction is responsible for providing police services to these students. The University Police Department offers crime prevention programs emphasizing security measures that these residents can take to protect themselves.

The University Police initiates regular contact with local law enforcement agencies regarding criminal activity occurring at off-campus student housing complexes. The University Police Department meets regularly with the managers of off-campus housing complexes to discuss specific concerns and recommendations for improving security precautions.

The University Police Department provides the Student Government sponsored Off-Campus Housing Office with a brochure which assists students in evaluating the security of off-campus apartments. This brochure identifies security features that should be available in off-campus complexes. Steps for forming a neighborhood watch group and other basic prevention precautions.

Suzanne’s Law

This federal law is named after Suzanne Lyall, a State University of New York at Albany student who has been missing since 1998. It requires local police to notify the National Crime Information Center (NCIC) when someone between 18 and 21 years of age is reported missing. The USF Police Department complies with this law.

USF Sarasota-Manatee

USF Sarasota Manatee conducts classes at the Sarasota Campus. The New College of Florida Police Department provides all law enforcement services for USF Sarasota-Manatee as well as New College of Florida, including the investigation of criminal acts. Crime statistics reported to the New College of Florida Police Department for the Sarasota Campus can be obtained by accessing their website at: www.fname.edu/UniversityPolice/ or by calling (941) 487-4210.

USF St. Petersburg

The USF Tampa Campus conducts classes on the campus of USF St. Petersburg. The University of South Florida St. Petersburg Police Department provides all law enforcement services, including the investigation of criminal acts at the USF St. Petersburg location. Crime statistics reported to the University of South Florida St. Petersburg Police Department can be obtained by calling (727) 873-4140.

Pasco/Hernando Campus

USF conducts classes on the campuses of the Pasco/Hernando Community College. Law enforcement services, including the investigation of criminal acts, are provided on a routine basis as follows: on the New Port Richey Campus by the Pasco County Sheriff’s Office; on the Brooksville Campus by the Hernando County Sheriff’s Office; and on the Dade City Campus by the Dade City Police Department. The University Police Department provides law enforcement or crime prevention services at this location on an as needed basis. Crime statistics reported for the Pasco/Hernando Campuses are reflected in the chart titled “Crimes Reported by Other Law Enforcement Agencies.” Specific crime statistics can be obtained by calling (813) 974-3899. The Pasco/Hernando Community College website is: www.pasco-hernando.com/

Lakeland Campus

USF has a campus located at Polk Community College in Lakeland. Law enforcement services, including the investigation of criminal acts, are provided on a routine basis by the Polk County Sheriff’s Office in Lakeland. The University Police Department provides law enforcement or crime prevention services at this location on an as needed basis. Crime statistics reported for the Lakeland Campus are reflected in the chart titled “Crimes Reported by Other Law Enforcement Agencies.” Specific crime statistics can be obtained by calling (813) 974-3899. The USF Lakeland Campus website is: www.lknd.usf.edu/

Sexual Predators/Offenders

The Florida Campus Sex Crimes Prevention Act requires institutions of higher education to issue a statement advising the campus community of registration information for sex offenders. Sex offenders are required to provide notice, as required under state law, to each institution of higher education in that State at which the person is employed, carries on a vocation, or is a student at that institution. USF College will notify the University Community when a registered sexual predator or offender has registered as being on campus per state law. Sexual predator or offender information can be obtained by visiting the USF Police Department’s website: http://www.usfpolice.usf.edu or by visiting the Florida Department of Law Enforcement website: www.fdle.state.fl.us/

Crime Statistics

The University Police Department submits semiannual Uniform Crime Report data to the Florida Department of Law Enforcement for the Tampa Campus. They also regularly disseminate information concerning the incidence of crime through local and on-campus media. The data is ultimately published by the FBI in the Uniform Crime Report. The chart on the next page reflect the number of crimes reported for select offenses as required by federal law. Florida Department of Law Enforcement definitions of the select offenses is available by contacting the University Police Department.

Timely Warnings and Crime Alerts

The University of South Florida Police Department issues campus “Crime Alerts” promptly to the campus community upon the discovery of a crime that is determined to pose a threat to public safety on campus, or that are in public interest. Crime Alerts are normally placed on the USFPD website at www.usfpolice.usf.edu. Emergency alerts are also sent to members of the campus community via the “Moblull” messaging system.
The University of South Florida offers a number of programs intended to reduce the potential for personal injury and loss of property. Presentations on Safety are included in the orientation of incoming students and residence hall students, and are held frequently during fall and spring semesters for the benefit of students, faculty and staff.

Crime Prevention Programs

The University Police Department encourages all students and members of the faculty and staff to be involved in campus crime prevention. Information on safety and security concerns and precautions are provided to students, faculty, and staff members regularly through seminars, films, bulletins, crime alerts, posters, brochures and university staff and student newspapers. In an ongoing effort to facilitate this process, University Police officers provide crime prevention programs each semester on the following topics:

- Date/Acquaintance Rape Programs for both Men and Women
- Rape Aggression Defense (RAD) [Self Defense for Women]
- Personal Safety – Reducing Your Risks
- Drinking and Driving – D.U.I Information
- Drugs – Health Risks, Liabilities
- Burglary and Theft Prevention
- Operation ID - Engraving
- USF Police Department – Who we are and What we do
- Bike Engraving and Theft Prevention
- Cash Handling and Robbery Precautions
- Child Safety Programs
- Violence in the Workplace
- Alcohol Programs

Additional programs are provided by the University to include:

- The Campus Alcohol and Drug Resource Center sponsors National Collegiate Alcohol Awareness Week in the Fall and National Collegiate Drug Awareness Week in the Spring.
- Mandatory Orientation programming for all new students includes a session on Campus Safety and another on Wellness issues. Through these programs, student awareness is increased about health and safety issues for their personal life.
- The Health Education Department offers a variety of outreach programming which includes:
  - Introduction to Women’s Health
  - Sexually Transmitted Diseases
  - Substance Abuse Awareness
  - Sexuality
  - AIDS Education.

USF’s Drug Free Schools and Community Program

The University of South Florida is committed to providing an orderly and safe environment for all students, faculty and employees. To this end, the University advises all community members that it is unlawful to manufacture, distribute, dispense, possess and/or use illegal drugs on its premises. Any violation may be cause for disciplinary action and criminal prosecution. (Please refer to USF, A Drug-Free Workplace and University of South Florida Student Handbook.)

The use of alcoholic beverages by members of the University Community is at all times subject to the alcoholic beverage laws of the State of Florida and USF Alcohol Policy and Guidelines. Specifically, it is unlawful for any person to sell, give, serve or permit to be served alcoholic beverages to a person under 21 years of age or to consume said beverages on licensed premises. It is also unlawful for a person to misrepresent or misstate his or her age or the age of any other person for the purpose of inducing any person or his agents or employees to sell, give, serve or deliver any alcoholic beverage to a person under 21 years of age. A violation of the proceeding may be cause for disciplinary action and criminal prosecution.

Drug and Alcohol Counseling

Programs are available to assist students and employees who may be in need of drug or alcohol counseling and treatment or rehabilitation programs. The Counseling Center receives referrals from Housing, the Student Health Services, Campus Alcohol and Drug Resource Center, D.U.I Counter-Attack School, Student Affairs administration, University Police and self-referrals from individuals for alcohol and drug related problems.

The Counseling Center provides psychological assessment and screening, short-term treatment of appropriate cases or referral to other treatment resources as needed. An Employee Assistance Program (EAP) is available in the Counseling Center for faculty or staff who may be experiencing drug or alcohol related difficulties. Supervisors may refer staff members or individuals may independently contact EAP.

Weapons

Florida State Statute 790.06(12) forbids any person from carrying a firearm on a university campus. Firearms are not allowed in USF housing facilities. To assist persons who may desire to have access to firearms for recreational purposes, the University Police Department provides weapon(s) storage. To assist persons who may desire to have access to firearms for recreational purposes, the University Police Department provides weapon(s) storage on a limited basis.
The crimes reported on each chart are separated by crimes reported directly to USF Police Department in Tampa and crimes reported by University Officials or by other local law enforcement agencies in Tampa. The locations are identified as: on-campus, either in the residential area (Res) or other areas of the campus (Oth); non-campus buildings or property, which are the buildings owned or controlled by the University or a student organization recognized by the University and used by students but not in the geographic area of the campus; public property, which is property contiguous to the University.

### Crimes Reported by USF Police Department – Tampa Campus

<table>
<thead>
<tr>
<th>Offense Type</th>
<th>Total Uniform Crimes Reported</th>
<th>Non-Campus Building or Property</th>
<th>On Public Property</th>
<th>Total Uniform Crimes Reported</th>
</tr>
</thead>
<tbody>
<tr>
<td>Murder</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Manslaughter</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Forcible Sex/Rape</td>
<td>2</td>
<td>0</td>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>Non-Forcible Sex/Rape</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Robbery</td>
<td>0</td>
<td>2</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Aggravated Assault</td>
<td>3</td>
<td>12</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td>Burglary</td>
<td>58</td>
<td>146</td>
<td>38</td>
<td>73</td>
</tr>
<tr>
<td>Arson</td>
<td>2</td>
<td>0</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
<td>16</td>
<td>33</td>
<td>6</td>
<td>42</td>
</tr>
</tbody>
</table>

There were no reported hate crimes for 2005, 2006 or 2007.

#### Number of Arrests/Referrals – Select Offenses

<table>
<thead>
<tr>
<th></th>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Liquor Law Violations</td>
<td>31</td>
<td>135</td>
<td>32</td>
<td>110</td>
<td>50</td>
<td>144</td>
</tr>
<tr>
<td>Drug Law Violations</td>
<td>14</td>
<td>51</td>
<td>60</td>
<td>48</td>
<td>42</td>
<td>21</td>
</tr>
<tr>
<td>Weapons Law Violations</td>
<td>1</td>
<td>0</td>
<td>4</td>
<td>0</td>
<td>6</td>
<td>0</td>
</tr>
</tbody>
</table>

### Crimes Reported by University Officials or by Other Law Enforcement Agencies – Tampa Campus

<table>
<thead>
<tr>
<th>Offense Type</th>
<th>Total Crimes Reported</th>
<th>Non-Campus Building or Property</th>
<th>On Public Property</th>
<th>Total Uniform Crimes Reported</th>
</tr>
</thead>
<tbody>
<tr>
<td>Murder</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Manslaughter</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Forcible Sex/Rape</td>
<td>2</td>
<td>0</td>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>Non-Forcible Sex/Rape</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Robbery</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Aggravated Assault</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>1</td>
</tr>
<tr>
<td>Burglary</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Arson</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Motor Vehicle Theft</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

There were no reported hate crimes for 2005, 2006 or 2007.

#### Number of Arrests/Referrals – Select Offenses

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
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<tbody>
<tr>
<td>Liquor Law Violations</td>
<td>0</td>
<td>68</td>
<td>0</td>
<td>63</td>
<td>0</td>
<td>30</td>
</tr>
<tr>
<td>Drug Law Violations</td>
<td>0</td>
<td>9</td>
<td>0</td>
<td>4</td>
<td>0</td>
<td>5</td>
</tr>
<tr>
<td>Weapons Law Violations</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>2</td>
<td>0</td>
</tr>
</tbody>
</table>

This chart includes offenses that are reported to local law enforcement agencies and to any official of the University who has significant responsibilities for student and campus activities. The numbers reflected here were reported by another agency for an address in which the University leases space for classes. These numbers are included because the reporting agency can only provide all cases at this address and is unable to separate crimes occurring in the specific location where classes are held, during the times classes are held.
The University of South Florida has established standards of conduct concerning the possession, sale, serving and consumption of alcoholic beverages and drugs on the University of South Florida campus. These policies and rules reflect a concern for the health and safety of the campus community and apply to University faculty, students, staff, visitors and guests.

- First-year students: The first 6 weeks of enrollment are critical to first-year student success. Because many students initiate heavy drinking during these early days of college, the potential exists for excessive alcohol consumption to interfere with successful adaptation to campus life. The transition to college is often so difficult to negotiate that about one-third of first-year students fail to enroll for their second year.

- State of Florida statutes dictate that it is unlawful for a person under 21 years of age to possess or consume alcoholic beverages. Consequently, anyone under the legal drinking age may not consume, distribute or possess alcohol on University properties or as part of any University Activity.

It is unlawful to sell, give, serve or permit alcoholic beverages to be served to anyone under 21 years of age.

Furthermore, servers can be held civilly liable for damage caused by underage drinkers to whom they provided alcoholic beverages.
- It is unlawful to be under the influence of, use, possess, distribute, sell or agree to sell, or represent to sell narcotics, hallucinogens, dangerous drugs, or controlled substances, except as where permitted by prescriptions or law.
- Violations of these laws are dealt with in both criminal prosecution and with administrative sanctions, including permanent expulsion from the University of South Florida.

(Note: The Student Handbook should be consulted for further information.)

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**PROTECT YOURSELF**

**BIKE SAFELY**

- **Wear a Helmet** - Nearly 75% of all bicycle-related deaths are the result of head injuries. Children under age 16 are required to wear helmets. The University Police encourage all riders of motorcycles and scooters to wear a helmet.

- **Make Yourself Visible – Night Riding** - Nearly 60% of all fatal bicycle accidents in Florida occur during the dark and nighttime hours even though only 5% of bicycle usage takes place during this time period. While riding between dusk and sunrise, the law requires the use of a lamp on the front of the bicycle exhibiting a white light visible from a distance of 500 ft, and a lamp on the rear, exhibiting a red light visible from a distance of 600 ft to the rear.

- **Observe Traffic Laws, Signs and Signals** - In the State of Florida, the bicycle is officially defined as a vehicle. Bicyclists have the same rights and duties on the roadway, and must obey the same traffic laws as an operator of any other vehicle.

**Bicycle laws you may not have known:**
- No bicycle may be used to carry more than one person at a time.
- No bicycle is designed for use by children.
- Any person operating a bicycle shall keep at least one hand upon the handlebars.
- No person shall operate a bicycle while wearing a helmet or other hearing device, other than a hearing aid.

**Please Bike Safely:**
- While biking at USF, play it safe.
- USF sees a higher percentage of crashes at the beginning of semesters.
- Most of USF’s crashes occur between noon and 6:00 p.m.
- Over 50% of USF bike crashes were during transition from sidewalk to crosswalk.
- You must not exit out into traffic.
- Never ride against traffic.

- Bicyclists who ride against traffic on the wrong side of the road remove themselves from the normal braking patterns of other vehicle operators.
- Bicyclists are found at fault in half of crashes at USF.

**Responsible biking**
- 70% of the time bicyclists require medical assistance.

**Prohibited areas include:**
- Any area within 6 feet in front and 10 feet to either side of any entrance or exit from a building.
- Within any sidewalk, access or emergency ramp, steps or stairs and corridors.
- In motor vehicle parking spaces.
- Bicycles attached to handrails or handicap access ramps will be impounded, as well as those parked as to present a hazard to general pedesterians than traffic. Owners will be fined upon reclaiming impounded bicycles.

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**BE AWARE**

**When jogging be aware of people around you, and**
- Try to avoid running alone, even in daylight.
- Stay on well-lit paths in open areas. Vary your route.
- Be suspicious of people who pass many times. Don’t wear earphones.

**When you are in your car...**
- Park in a well-lighted area at night. Pay for parking. Check the street before leaving the car.
- Walk to your car with keys ready.
- Check the back seat before entering. Someone could be hiding there.
- While driving, keep the doors locked so no one can jump in at a red light.
- Keep enough gas in your tank for emergencies.
- If you are followed by another car, drive to a police station or business with lights and people. Do not go home with someone following you.
- If your car breaks down, lift the hood put on the flashers and wait inside for help with doors locked.
- Ask people who stop to call the police or AAA. Keep an envelope with change and phone numbers to call and slip it through a partially-opened window to someone wanting to help.

**When you are in an elevator...**
- Trust your intuition. If you feel uncomfortable, do not have to get on or may get off.
- Stand near the controls. If necessary, you can press all the buttons or activate the emergency phone.
- Do not press the stop button.
Theft is the biggest crime problem facing the university community. Most thefts can be prevented or made less likely to occur if attention is paid to the following:

- Unlocked doors are a thief's best friend. Even if you are going out for only a few minutes, lock your door!
- At night – all office equipment – both personal and the University's should be placed in a locked desk or cabinet whenever possible. Items such as computers should be bolted to desks. Money and stamps should be stored in a locked cash box which is kept inside a locked cabinet or desk.
- Each office should have an inventory of both the University's and personal effects that are kept on the premises. Serial numbers and USF ID numbers should be recorded because they make recovery and identification of stolen items easier. An up-to-date record of all equipment on repair, out on loan, or replaced should be kept.
- When in libraries or other public places (dining halls, University Center and the library), backpacks, books, purses and wallets should not be left unattended, even for a few minutes. In the time it takes to get a book or a meal, a purse or wallet can be stolen easily. Faculty and staff members should lock purses and other valuables in their desks. Valuable items should never be left out in the open.

**TEXTBOOK RECOVERY**

- In addition to writing your name in your textbook, pick a special page and write your driver's license number in the margin. Do this with every book you own. Report stolen books to the University Police immediately.

**BICYCLE RECOVERY**

- The more expensive and attractive your bicycle is, the more likely it is to be stolen. A mechanically sound, generic appearing bicycle is a less likely target.
- Lock your bike.
- The best protection for your bike is to secure it properly with a hardened steel "U-shaped lock".
- If your bike is missing call the University Police immediately.
- To assist in the recovery, you should record the serial number and keep it in your wallet, engrave your driver's license number on the frame and register your bike with Parking Services.

**ROAD SAFETY**

We need your help!

A majority of the crashes on roads are caused by driver error. Below, you will find some useful tips that can help make your trip pleasant and safe. Please observe these traffic tips and help us prevent crashes.

**Please Drive Safely...**

- Always use your seat belt, make sure everyone else is buckled up.
- Don't drink and drive.
- Designate a driver.
- Drive defensively.
- Avoid rear-end collisions.
- Check brake lights often, signal before turning or changing lanes.
- Follow at a safe distance.

**Please Walk Safely...**

- Cross streets at crosswalks.
- Walk on sidewalks.
- If there are no sidewalks, walk on shoulder facing traffic.
- Watch out for all moving vehicles.
- See and be seen.
R.A.D.: Basic Physical Defense

What is R.A.D.? The Rape Aggression Defense System is a program of realistic self-defense tactics and techniques. It is a comprehensive course for women that begins with awareness, prevention, risk reduction, and avoidance while progressing to the basics of hands-on defense training. **R.A.D. is not a martial arts program.** Members of the University Police Department are currently teaching the RAD System of Physical Defense at the University of South Florida.

The RAD System is dedicated to teaching women defensive concepts and techniques against various types of assault by utilizing easy, effective and proven self-defense tactics. Our system of realistic defense will provide a woman with the knowledge to make an educated decision about resistance.

Safety and survival in today’s world require a definite course of action. We provide effective options by teaching women to take an active role in their own self-defense and psychological well-being.

**USFPD** offers RAD as a 12-hour basic self-defense course or as a 2-hour credited semester course through the Physical Education Department at USF. For information and class registration, contact Sgt. Charlotte Domingo: 974-2850 or cdomingo@admin.usf.edu.

Don’t Become the Victim of Identity Theft & Fraud!

Identity theft and fraud is when someone wrongfully obtains and uses another person’s data in some way that involves fraud or deception, typically for economic gain.

**Things to be careful of:**
- Make sure someone is not "shoulder surfing" by watching you from a nearby location as you use your credit card number, calling card number of ATM PIN.
- Shred papers that have your personal information to include your name and address. Criminals obtain this information from trash cans or dumpsters.
- Shred pre-approved credit card information received in the mail.
- Limit the amount of confidential or personal information you carry in your wallet or purse.

- Avoid carrying blank checks. Only carry what you might need.
- Do not have your social security number printed on your checks or carry the card in your wallet or purse.
- Never provide personal information over the telephone unless you are familiar with the business.
- Do not put checks in the mail from home. Use a U.S. Mailbox or Post Office.
- Do not put your telephone number on your checks.
- Review your bank statements as soon as received. Notify the bank when discrepancies are found.
- Obtain a copy of your credit report once a year to check for errors. Additional information can be obtained by calling 974-2850.

"Shred papers that have your personal information. Criminals obtain this information from trash cans or dumpsters."
Ride the Bull Runner!

USF Parking & Transportation Services offers the USF community a FARE-FREE, year-round shuttle service on the Tampa Campus. See our website for more information: www.usf.edu/bullrunner or call (813) 974-6902.

The Bull Runner offers you:
- a convenient and affordable ride around campus
- clean, comfortable, air-conditioned shuttles
- friendly, knowledgeable drivers
- frequent service
- ability to park in inexpensive Park-n-Ride Lots

In addition, the FARE-FREE Mall Express provides continuous service (via the Route D shuttle) to the University Mall as well as the University Area Transfer Center (UATC) that will connect you to many routes of the Hillsborough Area Regional Transit Agency (HARTline).

SAFE Team

The SAFE Team is an on-campus escort program that provides members of the USF community a safe option to getting to their car or residence hall after class or heading to or from the library to study. SAFE Team patrols the campus at night and provides assistance to students in a variety of ways. SAFE Team’s first priority is to reduce student risk when they are most vulnerable—while walking by themselves or waiting for someone to pick them up. The SAFE Team (in one of their golf carts) can provide a safe escort for these students. In addition, as SAFE Team patrols the campus, their presence deters criminals from having an opportunity to commit a crime without being observed. All suspicious activities are reported to the University Police.

Finally, SAFE Team creates awareness around campus about how to avoid violent crimes and ensures your personal safety while on-campus through programs and workshops. If you feel uncomfortable walking alone at night while on campus call 974-SAFE (7233) for a safe escort to your destination. SAFE Team Staff plays a vital role in USF Tampa Campus distinction as one of the safest college campuses in the entire State of Florida.