



## UNITED STATES DEPARTMENT OF EDUCATION

OFFICE OF POSTSECONDARY EDUCATION

July 2015

Dear Campus Safety Survey Administrator:

You are receiving this letter because your institution's Chief Executive has designated you as the Campus Safety Survey Administrator (CSSA), the person responsible for completing the 2015 Campus Safety and Security Survey which will be conducted from August 19, 2015, through October 14, 2015. The survey will collect data about the number and nature of crimes and fires on your institution's campus(es) for the 2014 calendar year. Providing this information is required under section 485 of the Higher Education Act of 1965 (HEA), as amended, as a condition of your institution's continued participation in the Federal student financial assistance programs.

### Changes to the Campus Safety and Security Survey

As you may know, on March 7, 2013, President Obama signed the Violence Against Women Reauthorization Act of 2013 (VAWA) (Pub. Law 113-4), which, among other provisions, amended the Clery Act to require institutions to compile and disclose statistics for incidents of domestic violence, dating violence, sexual assault, and stalking and to include certain policies, procedures, and programs pertaining to these incidents in their annual security reports (ASRs). The U.S. Department of Education (Department) published final regulations to implement the VAWA changes on October 20, 2014. Those final regulations have been effective since July 1, 2015.

In July 2015, we issued a Dear Colleague Letter GEN-15-15 to provide an overview of the requirements of the regulations and of the changes to the Campus Safety and Security Survey. As explained in this letter, institutions were expected to include 2013 statistics for domestic violence, dating violence, sexual assault, and stalking in their 2014 ASRs. To ease burden on institutions, the 2015 Campus Safety and Security Survey will collect these data beginning with 2014 calendar year statistics. In addition, the final regulations require institutions to report how many crimes are found to be "unfounded" in both the 2015 ASRs and the 2015 Campus Safety and Security Survey, beginning with 2014 calendar year statistics. Institutions will also be required to report the contact information for their lead Title IX coordinator in the 2015 Campus Safety and Security Survey.

Accessing the Campus Safety and Security Survey

As in prior years, the survey will be administered through a Web-based system that can be accessed only by you (or your designee) using the 2015 user ID and password shown on the enclosed Registration Certificate. Once the website opens on August 19, 2015, please log in and register immediately so that we know you have received the access information. Please enter or update your contact information carefully because it will be used for all further contact with you during this data collection. As the CSSA, you are responsible for assuring the accuracy of your institution's data. Once the data are entered, you are also responsible for locking the survey so that the data can be reviewed and later made available to the public on the Department of Education's website located at <http://ope.ed.gov/security>.

To assist you in your reporting responsibilities, the following guidance resources are available:

- The Handbook for Campus Safety and Security Reporting, available at <http://www.ed.gov/admins/lead/safety/campus.html>.
- Campus Safety and Security Training, a video companion to the handbook also available at <http://www.ed.gov/admins/lead/safety/campus.html>.
- The web survey User's Guide which provides step-by-step instructions for each page of the survey and is available at <https://surveys.ope.ed.gov/security/>.

If you need any additional information or have any questions, please contact the survey Help Desk by phone at 1-800-435-5985 or by e-mail at [campussafetyhelp@westat.com](mailto:campussafetyhelp@westat.com). With your help we anticipate achieving a 100 percent response rate by the close of data collection again this year. I appreciate your cooperation and effort in this endeavor and I look forward to working with you.

Sincerely,



Lynn B. Mahaffie  
Deputy Assistant Secretary for  
Policy, Planning, and Innovation