Safety Tips & Best Practices
For Off-Campus Student Life

Practice Situational Awareness – Be aware of your surroundings (people, location, time of day) while you are travelling to and from school while using public transportation, walking, biking or in your personal vehicle. TRUST YOUR INSTINCTS!

Robbery Tips – Don't become another victim. Keep all electronics out of sight. If you need to use them, maintain awareness of the people and circumstances around you. If you feel that someone is following you, do not go home, but rather to the nearest house or place of business. Walk near the curb and avoid passing too close to dark doorways, alleyways, and other places of concealment. Avoid taking short cuts through parking lots and alleys. If possible, walk with a group. Walk with confidence and look people in the face. Do not let yourself become distracted with your cell phone.

If you are the victim of a Robbery, in order to avoid injury, follow these steps:

- Cooperate
- Try to remain calm
- Do Not Resist
- Do Not talk or ask questions
- Do Not stare
- Expect to be threatened
- Keep hands in plain sight

After a Robbery has taken place, follow these steps:

- DO NOT give chase or follow the subject(s)
- Call 9-1-1 as soon as possible and say, "I've just been robbed."
- Stay on the line to answer all questions
- Give a detailed description of the subject(s), weapon(s) used, vehicle used, direction of flight
If you reside in a Multi-Unit Apartment Building, there are several steps that you can take to prevent becoming the victim of a Burglary and/or Theft. Many property crimes can be prevented simply by locking home doors, apartment doors, garage doors, windows, and vehicle doors. These types of crimes take only seconds or minutes for the thief to commit and are very difficult for Officers to catch in-progress. These crimes of opportunity CAN BE PREVENTED by implementing a few simple and common sense actions:

- Make sure all outside doors have working locks (preferably dead bolts)
- Ensure that all of your windows have locks
- Ensure that the exterior of your residence has good lighting
- Never hide your key(s) outside or in a conspicuous place
- Do Not leave valuables outside or in plain sight
- Ensure that all outside bushes or trees are trimmed so criminals cannot use them to hide in or cover their criminal acts
- Get to know your neighbors. It helps to ensure that you are all looking out for one another and each other's property
- Ensure that your building has working fire and carbon monoxide detectors
- Ensure that your management company is properly maintaining the property (cleanliness, secured entrances, replacing light bulbs, proper lighting inside and outside of the building, etc.)
- Never let anyone into the building that you don't know
- Never leave your apartment door unlocked, including running out to get the mail or throwing out the trash
- Never just open your door automatically when someone knocks or "buzzes," install and use a peep hole
- Do Not "buzz" anyone into your building unless you know them and/or you are expecting them
- Use only your last name on the door and mailbox
- Require all utility/repair men to provide proper identification before entering your residence
- Buddy-Up with a friend or neighbor to do laundry. Many buildings keep laundry room doors locked and only allow keys to tenants. However, this is not always the case, and laundry rooms can pose a danger if they are kept unlocked allowing criminals access
- Know your building's exit and fire escape locations
- If you arrive home and suspect a stranger/criminal may be inside, DO NOT GO IN! Leave quietly if possible, and call 9-1-1 immediately
- Place bicycles in a locked garage or storage shed at night and not in use, to ensure they will not be stolen by a thief looking for an easy target
- Always lock you bicycle (preferably with two locks, U-Lock and cable)
If you see something that looks suspicious, call 9-1-1 and let the Police investigate.

Call 9-1-1 when a situation requires immediate Police, Fire, or Emergency Medical response.

FOR POLICE SERVICES:
- When there is a crime in progress
- When there is an immediate threat to life or bodily injury
- When there is major property damage or loss due to crime

FOR FIRE SERVICES:
- To report a fire
- To report hazardous material incidents
- To initiate the rescue of a trapped person

FOR EMERGENCY MEDICAL SERVICES:
- To report life threatening medical emergencies that require an ambulance including: Heart attacks, asthma attacks, overdose or automobile accidents with injuries