



September 30, 2011

**INTERACTIVE COLLEGE OF TECHNOLOGY
INTERACTIVE LEARNING SYSTEMS**

Annual Institutional Report & Compliance with Campus Security Act as amended July 1995

The Campus Security Act was enacted to promote safety and security for an institution's students, prospective students and employees. Below you will find the relevant information regarding the policy and disclosure requirements.

- I. **ACCESS TO CAMPUS FACILITIES** – The institution is a commuter facility and maintains no residence facilities. All visitors must register or check in at the reception center. Visitors are not permitted into classrooms and offices without invitation. The institution provides no information to outsiders unless required by law or without the expressed permission of the student or employee. In addition, students, prospective students, and staff are not permitted to bring children to the campus at any time. Violators or uninvited individuals will initially be asked to leave the premises, and if they fail to do so, the police will be called.

- II. **ALCOHOL AND DRUG ABUSE POLICY – STAFF** – The institution makes every effort to operate in a drug and alcohol free environment. All employees of the institution have completed a drug screen prior to employment. Specific policies and actions are further outlined in the Personnel Policies Manual and Employee Handbook. Employees who need assistance in dealing with a problem of that type should meet with their supervisor. If you have any specific questions, contact the Campus Administration or ILS, Inc. Personnel Administrator.

- III. **ALCOHOL AND DRUG ABUSE POLICY – STUDENTS** – The institution complies with the Drug Free School and Workplace Act of 1989. The policies are published on page 19 of the Student Handbook and outlined below:

In accordance with the requirements set forth in the Drug Free Schools and Communities Act of 1989, Interactive Learning Systems / Interactive College of Technology maintain strict policies regarding student or staff conduct in the unlawful possession, use or distribution of drugs or alcohol on the institutions' campuses or as any part of the institutions' activities.

As a condition of enrollment, each student and employee is required to complete a statement stipulating they are drug free. As a student, you should be aware that any use of illegal drugs or excessive alcohol abuse will cause a major impairment in your ability to be successful in your educational endeavors.

The institution has available informational materials to assist in answering any questions you may have regarding the cause and effect of alcohol or substance abuse. Seminars and evaluations are also conducted periodically to provide you further information.

Campus Security Reporting

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Each campus has a designated staff person who is available to meet with you privately to discuss any needs or support you may require in dealing with any problem of this type. Free referral services are available in each of our communities to assist you in overcoming any problem in this area.

You should constantly be aware that most states have significantly increased their laws regarding driving under the influence, as well as the unlawful use or distribution of an illegal substance. Depending on the severity, you may be subject to criminal prosecution and incarceration.

If you, as a student, have a problem of this type and need assistance, you may go to the designated staff person or Campus Director, and the matter will be handled privately. You will be eligible for a medical leave of absence, and your financial assistance will remain intact. If you have a second problem of this type, or if you are caught or suspected of use or distribution of illegal substances or alcohol, you will be dismissed, and your financial aid eligibility will be revoked, and you will be reported to local law enforcement officials.

IV. PROCEDURES FOR REPORTING CRIMES, FIRES & OTHER EMERGENCIES

Each campus is staffed with a Campus Director / Administrator. Any emergencies or believed crimes should be reported immediately to the designated administrator.

V. SECURITY & FIRE STATISTICS FOR MOST RECENT REPORTING PERIOD

There have been no reportable crimes or fire incidences during the period of July 2010 through June 2011.

**CHAMBLEE CAMPUS
MORROW CAMPUS
GAINESVILLE CAMPUS
KENTUCKY CAMPUS**

Students and staff are always urged to practice reasonable safety precautions. Safeguard your personal possessions and when leaving the premises, always attempt to leave in the accompaniment of others.



Elmer R. Smith, President



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Annual Security Report & Annual Fire Safety Report - 09/30/2011

Interactive Learning Systems, Inc. is committed to providing a safe and secure environment for its students, staff, and visitors on college property and complying with the provisions of the Campus Security Policy and Crime Statistics Act.

Following are crime statistics for Georgia & Kentucky Campuses for the past three years:

Chamblee Campus
 5305 New Peachtree Road
 Chamblee, GA 30341

Gainesville Campus
 323 C Browns Bridge Road
 Gainesville, GA 30504

Morrow Campus
 1580 Southlake Parkway, Suite C
 Morrow, GA 30260

Kentucky Campus
 76 Carothers Road
 Newport, KY 41071

	On Campus			Public Property		
	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
Criminal Offenses	0	0	0	0	0	0
Hate Crimes	0	0	0	0	0	0
Arrests	0	0	0	0	0	0
Disciplinary Actions	0	0	0	0	0	0
Fires	0	0	0	0	0	0

Timely Warning Policy

In the event that a situation arises that constitutes an ongoing or continuing threat, a campus wide “timely warning” will be issued. The warning will be issued through email, phone calls, or mailed notices to students, faculty, and staff.

Disclosure of Crime Statistics

The crime statistics report is prepared by using crime statistics gathered from local police departments.