

#### **College of Court Reporting**

2025 Campus Safety and Security Report

455 West Lincolnway, Suite A Valparaiso, Indiana 46385 866-294-3974 – 219-531-1459 www.ccr.edu

#### 2025 Campus Security Report

The College of Court Reporting provides a Campus Security Report as required by the Clery Act and as reported to the U.S. Department of Education. This report is available to all students, prospective students, and the public through the College of Court Reporting website.

The 2025 Campus Safety and Security Survey covers campus security procedures and crime statistics for the year 2024, as well as statistics for the years 2022 and 2023.

The following are the campus security policies and procedures:

- Students, faculty, administrators, etc., are to call 9-1-1 to report criminal actions or other emergencies that occur at 455 West Lincolnway, Suite A, Valparaiso, Indiana, 46385. All reports must be made to the college president or administrator within reason and respect to the safety of all individuals. The administration will proceed as follows:
  - o Alleged criminal actions and emergencies will be reported via the college Website within one week of the occurrence and will protect individual privacy as warranted by federal and state laws.
  - o The director of compliance will update the Campus Security Report annually and will have the report uploaded to the college website within one week of the due date to the U.S. Department of Education.
  - The following is the list of who students and employees should report criminal offenses for the purposes of making timely warning reports and the annual statistical disclosure:
    - o Jim Bologa, President/Owner
    - o Natalie Kijurna, Director of Compliance/Title IX Coordinator
    - o Mindi Billings, Director of Student Services
  - Victims or witnesses are encouraged to report crimes on a voluntary, confidential basis. These will be reported in the annual disclosure of crime statistics by protecting the identity of victims or witnesses.

#### Security and Access

• Only administrators can access the building using a key. Students cannot access the building without the presence of administrators.

#### **Campus Law Enforcement**

• The college does not have campus police. The City of Valparaiso Police Department, Indiana State Police, and Porter County Sheriff's Department have enforcement authority and jurisdiction.

#### Accurate & Prompt Reporting

• The College of Court Reporting highly encourages accurate and prompt reporting of all crimes to the police or sheriff's department.

Voluntary Confidential Reporting Procedures (Pastoral & Professional Counselors)

• The college does not offer any type of counselors. When the victim of a crime elects to, or is unable to, make a report, the college encourages them to seek their own pastoral and/or professional counselor. They should inform the counselor(s) of the procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

#### **Programs**

• The college does not have onsite students but urges all to use common sense and encourages students and employees to be responsible for their own security and the security of others.

#### Monitoring and Recording

- The college does not have student organizations or offsite facilities.
- Students attend online and most do not live locally; therefore, the college does not have a procedure to monitor crimes committed by students. The expectation is that students self-report crimes to the president.

#### Drugs and Alcohol

- The college discourages the possession, use, and sale of alcoholic beverages and will report any underage drinking to the appropriate authorities.
- The college prohibits the possession, use, and sale of illegal drugs and will report any violation to the appropriate federal or state law enforcement authority.
- An annual drug-use education document is submitted to students. Students are required to read and acknowledge their understanding of the drug-use policy annually by signing and returning the document.

#### Sexual Assault, Domestic Violence, Dating Violence, and Stalking

- The college does not have onsite students, therefore, does not have a formal program to prevent dating violence, domestic violence, sexual assault, and stalking but will report any of these crimes to the appropriate law enforcement agency.
- The college encourages students to be familiar with programs and campaigns to make them aware of dating violence, domestic violence, sexual assault, and stalking. Students are highly encouraged to report a crime of dating violence, domestic violence, sexual assault, or stalking to their local law enforcement agency. The following must be noted:
  - o The importance of preserving evidence that may assist in proving that the alleged criminal offense occurred or may be helpful in obtaining a protection order; and
  - o Calling 9-1-1 to report a crime.

#### Students have the following options:

- o Notify proper law enforcement authorities, including local police; or
- o Decline to notify such authorities.
- The college will protect the confidentiality of victims and other necessary parties by:
  - O Completing publicly available recordkeeping, including Clery Act reporting and disclosures, without the inclusion of personal identifying information about the victim, as defined in section 40002(a)(20) of the Violence Against Women Act of 1994 (42 U.S.C. 13925(a)(20)); and
  - o Maintaining as confidential any accommodations or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures for sexual assault, domestic violence, dating violence, or stalking.

#### Written notification

• The college will provide victims of crime, including crimes of sexual assault, domestic violence, dating violence and stalking, written notification about support and services available to them including: physical, mental health, and counseling services, victim advocacy services, legal assistance, visa and immigration assistance, student financial aid, help with academic issues that may arise, changes to living situations, help with transportation and employment situations,

supportive measures, protective measures and other services available to victims at the college and in the victim's community.

• The above support and services are available to victims whether or not they choose to report the incident to law enforcement.

#### Procedures for Disciplinary Action (See regulations for specifics)

• The college will suspend any student or employee accused of alleged dating violence, domestic violence, sexual assault, or stalking with pay until an internal investigation is completed.

#### **Explanations of Rights and Options**

• The college will provide a student or an employee a written explanation of the student's or the employee's rights and options if a student or an employee reports that a student or an employee has been a victim of dating violence, domestic violence, sexual assault, or stalking, if the offense occurred on campus.

#### Sex Offender Registration:

• The following website contains links to sex registry lists: <a href="https://www.fbi.gov/scams-and-safety/sex-offender-registry">https://www.fbi.gov/scams-and-safety/sex-offender-registry</a>.

#### Emergency Response & Evacuation:

• Students and employees must use the Exit located nearest to their location in the event of an emergency or evacuation.

#### Missing Student Notification:

• The college does not have a missing student policy because students live across the country. It is requested that family members of students notify an administrator of the college if there are any occurrences related to the student.

# College of Court Reporting Crime Statistics

The following pages provide crime statistics as reported in the 2025 Campus Safety and Security Survey:

# Printable Read-Only Institution Forms

## Registration

First Name
NATALIE
Last Name
KIJURNA
Title
Director of Compliance/Title IX Coordinator
Address 1
455 West Lincolnway
Address 2 (Optional)
Suite A
City
Valparaiso

State

### **Institution Information**

#### General Information

Institution Name: College of Court Reporting Inc

Address 1

455 West Lincolnway, Suite A

City

State

**ZIP** Code

Valparaiso

Indiana

46385

Web Address (Optional)

www.ccr.edu/

#### **Chief Administrative Officer infomation**

Name

Title

Jim Bologa

President/CEO

E-mail Address

Phone

Extension (Opt

jim.bologa@ccr.edu

(219) 531-6122

313

# **Campus Information**

Campus Name			
Main Campus			
Location			
State or Outlying	Area Other Cou	ntry	
Address			
455 West Lincolny	vay, Suite A		
City Valparaiso	State or Outlying Area	ZIP Code 46385	County (Optional)  Porter
Description (Optional	al)		

# **Campus Safety Officer**

#### **General Information**

Name		Title			
Natalie Kijurna		Director of Compliance/Title IX Coo			
E-mail Address		Phone	Extension (Opt		
natalie.kijurna@c	cr.edu	(219) 531-6107	229		
Address					
Location					
State or Outlying	g Area Other Cou	ntry			
Address					
455 West Lincoln	way, Suite A				
City Valparaiso	State or Outlying Area	ZIP Code 46385			

Indiana

# Campus Fire Safety Officer

#### **General Information**

Name	Title			
Natalie Kijurna	Director of Compliance/Title IX Coo			
E-mail Address	Phone	Extension (Opt		
natalie.kijurna@ccr.edu	(219) 531-6107	229		
Address				
Location				
State or Outlying Area Other Cou	ntry			
Address				
455 West Lincolnway, Suite A				
City State or Outlying	ZIP Code			
Valparaiso Area Indiana	46385			

## **Lead Title IX Coordinator**

#### **General Information**

Name		Title				
Natalie Kijurna		Director of Compliance/Title IX Coo				
E-mail Address		Phone Extension				
natalie.kijurna@	ccr.edu	(219) 531-6107	229			
Address						
Location						
State or Outlyir	ng Area Other Cou	ntry				
Address						
455 West Lincol	nway, Suite A					
City	State or Outlying Area	ZIP Code				
Valparaiso	Indiana	46385				
Does your Instituti	on have other designee	es who share these respons	ibilities?			

## **Update Status**

Date Completed: 8/29/2025

Updated

# 2025 Campus Safety and Security Survey

Institution: (150251001) User ID: C1502511

## **Screening Questions**

Please answer these questions carefully. The answers you provide will determine which screens you will be asked to complete for this data collection.

1. Does your institution	provide On-campus Student
Housing Facilities?	

- No.
- O **Yes.** (If Yes is selected, you must enter the number of student housing facilities below and enter Fire Statistics for each facility.)

Number of On-campus Student Housing Facilities:

# 2. Does your institution have any noncampus buildings or properties?

O Yes



- 3. Have you combined statistics that you received from the local or state police with your institution statistics for this report? If you answer No to this question, you will be asked to provide the data you received from the local and state police separately.
  - Yes. Local and/or state law enforcement agencies provided us with statistics that we are combining with statistics collected by our campus security authorities.
  - O No. We are not combining the statistics because we cannot determine whether the statistics we obtained from local and/or state law enforcement agencies are for on-campus incidents or public property incidents.
  - Not available. We cannot determine if the statistics we obtained from local and/or state law enforcement agencies are for our Clery geography.
  - O Not available. We made a good-faith effort to obtain statistics from local and/or state law enforcement agencies, but the agencies did not comply with our request.

## **Criminal Offenses - On campus**

For each of the following criminal offenses, enter the number reported to have occurred <u>On Campus</u>.

Criminal offense	Total occurrences On campus				
	2022	2023	2024		
a. <u>Murder/Non-negligent manslaughter</u>	0	0	0		
b. <u>Manslaughter by Negligence</u>	0	0	0		
c. <u>Rape</u>	0	0	0		
d. <u>Fondling</u>	0	0	0		
e. <u>Incest</u>	0	0	0		
f. <u>Statutory rape</u>	0	0	0		
g. <u>Robbery</u>	0	0	0		
h. <u>Aggravated assault</u>	0	0	0		

i. <u>Burglary</u>	0	0	0
j. <u>Motor vehicle theft</u> (Do not include theft <i>from</i> a motor vehicle)	0	0	0
k. <u>Arson</u>	0	0	0
Caveat:  If you have changed prior years' data, y change. Use the following format: "For to (B) because (REASON)."		-	-

# **Criminal Offenses - Public Property**

For each of the following criminal offenses, enter the number reported to have occurred on <u>Public Property</u>.

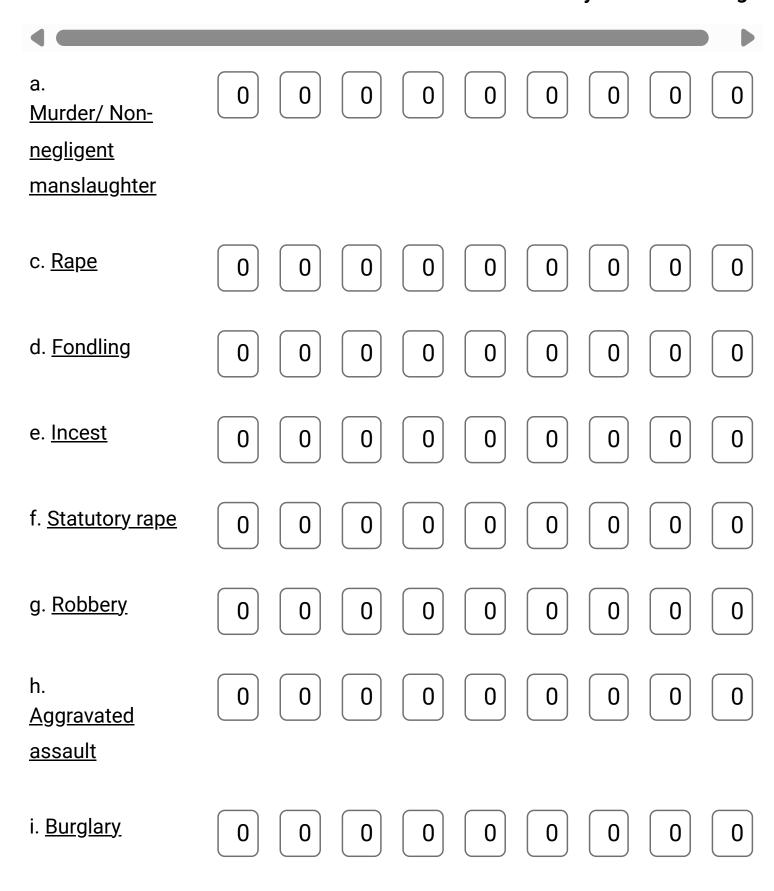
Criminal offense

Total occurrences on Public Property

	2022	2023	2024
a. <u>Murder/Non-negligent manslaughter</u>	0	0	0
b. <u>Manslaughter by Negligence</u>	0	0	0
c. <u>Rape</u>	0	0	0
d. <u>Fondling</u>	0	0	0
e. <u>Incest</u>	0	0	0
f. <u>Statutory rape</u>	0	0	0
g. <u>Robbery</u>	0	0	0
h. <u>Aggravated assault</u>	0	0	0
i. <u>Burglary</u>	0	0	0
<ul><li>j. Motor vehicle theft</li><li>(Do not include theft from a motor vehicle)</li></ul>	0	0	0

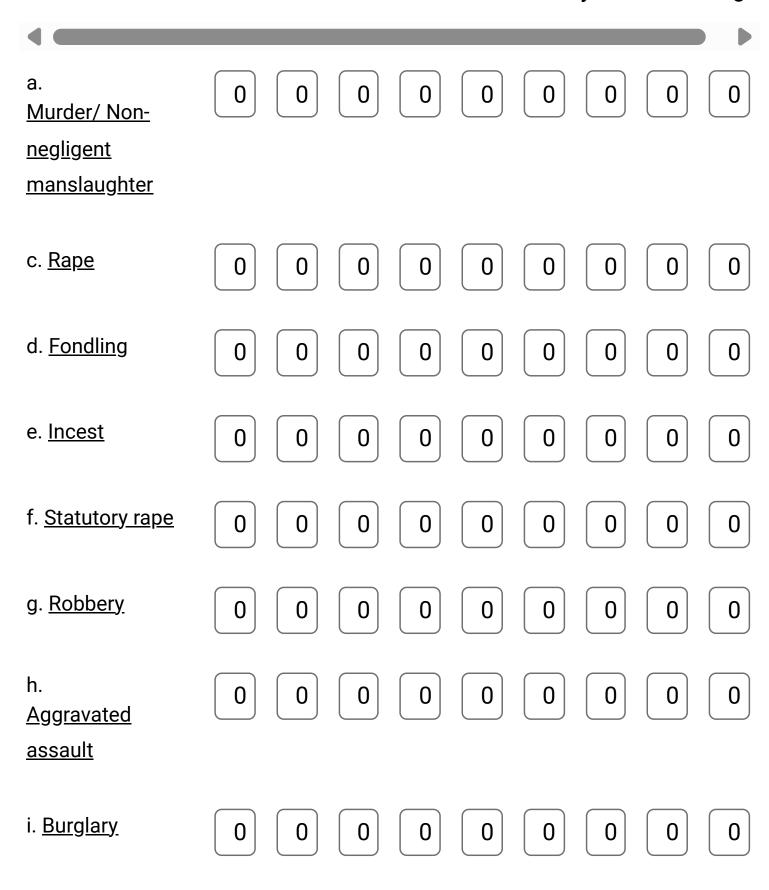
k. <u>Arson</u>		0	0	0
Caveat:  If you have changed prior ye change. Use the following for to (B) because (REASON)."				
Hate Crimes - Or	n campus			
For the criminal offenses list Hate Crimes that were reported total by category of bias	rted to have occurre	ed <u>On campu</u>		ak down
YEAR 2024				
Criminal offense Total	Occurrences of Ha	ate crimes (C crimes)	ategory of I	Bias for

# Race Religio Sexual Gende Disabil Hynici Nation orientation Identity Origin



j. <u>Motor vehicle</u>	0	0	0	0	0	0	0	0	0
theft (Do not include theft from a motor vehicle)									
k. <u>Arson</u>	0	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0
o. <u>Destruction/damag</u>	0	0	0	0	0	0	0	0	0
vandalism of prope	<u>rty</u>								
YEAR 2023									
Criminal offense	Total	Оссі	ırrence	es of Ha	<b>ate crir</b> crin	•	ategory	of Bia	s for

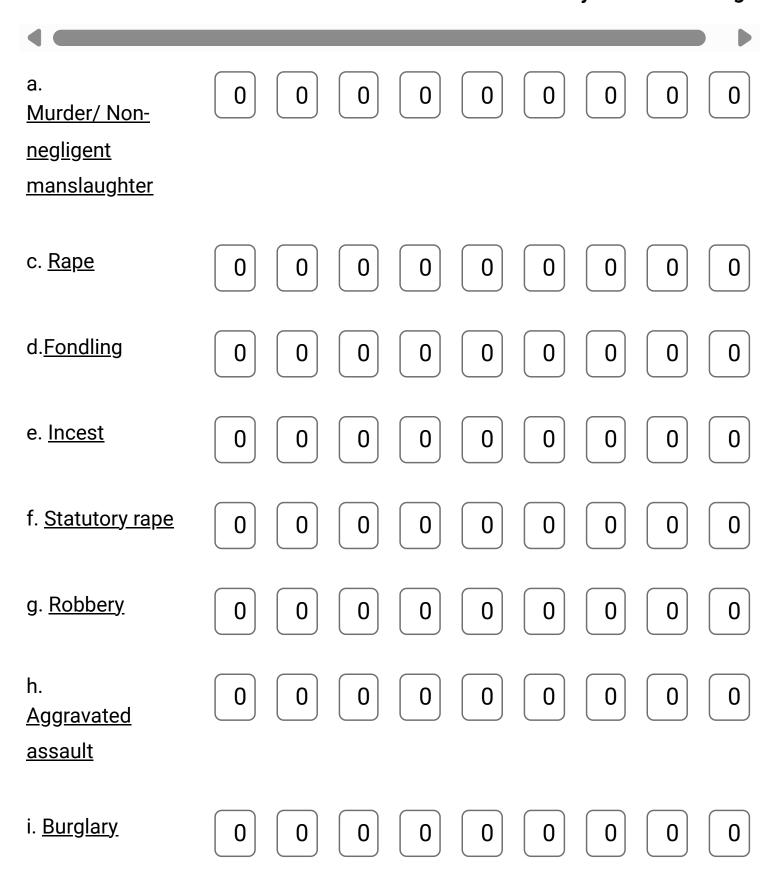
# Race Religio Sexual Gende Disabil Hynnici Nation orientation Identity Origin



j. <u>Motor vehicle</u>	0	0	0	0	0	0	0	0	0
theft (Do not include theft <i>from</i> a motor vehicle)									
k. <u>Arson</u>	0	0	0	0	0	0	0	0	0
l. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0
m. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0
n. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0
o. <u>Destruction/damag</u> <u>vandalism of prope</u>		0	0	0	0	0	0	0	0
YEAR 2022									
Criminal offense	Total	Оссі	ırrence	es of Ha	ate crir	nes (Ca	ategory	of Bia	s for

crimes)

# Race Religio Sexual Gende Disabil Hynnici Nation orientation Identity Origin



j. <u>Motor vehicle</u>	0 0 0		0 0	0	0
<u>theft</u>					
k. <u>Arson</u>	0 0 0	0 0	0 0	0	0
I. <u>Simple assault</u>	0 0 0		0 0	0	0
m. <u>Larceny-theft</u>	0 0 0	0 0	0 0	0	0
n. <u>Intimidation</u>	0 0 0	0 0	0 0	0	0
o. <u>Destruction/damag</u> <u>vandalism of prope</u>		0 0	0 0	0	0

#### **Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

Occurrences of Hate crimes (Category of Bias for

## **Hate Crimes - Public Property**

Total

For the criminal offenses listed below, first enter the total number of <u>Hate Crimes</u> that were reported to have occurred on <u>Public Property</u>. Then break down each total by category of bias (e.g., race, religion).

#### **YEAR 2024**

**Criminal offense** 

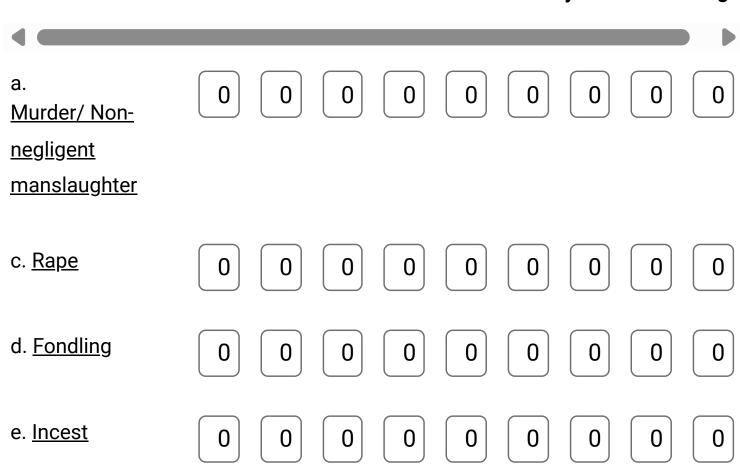
crimes) Race Religio Stexual Gender Gender Disability hnicity ation orientation Identity **Origin** a. Murder/ Non-<u>negligent</u> manslaughter c. Rape d. Fondling e. Incest

f. <u>Statutory rape</u>	
g. <u>Robbery</u>	
h. <u>Aggravated</u> <u>assault</u>	
i. <u>Burglary</u>	
j.  Motor vehicle  theft  (Do not include theft from a motor vehicle)	
k. <u>Arson</u>	
l. <u>Simple assault</u>	
m. <u>Larceny-theft</u>	
n. <u>Intimidation</u>	

#### **YEAR 2023**

Criminal offense Total Occurrences of Hate crimes (Category of Bias for crimes)

# Race Religio Sexual Gende Disabil Hynnici Nation orientation Identity Origin

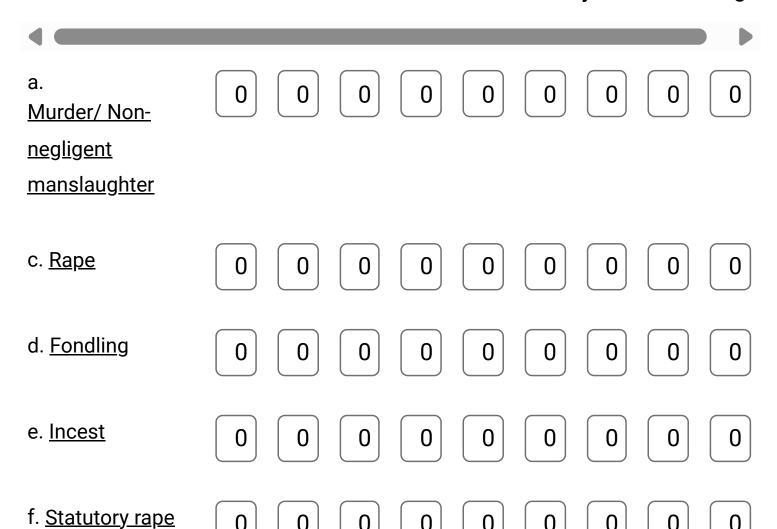


f. <u>Statutory rape</u>	
g. <u>Robbery</u>	
h. <u>Aggravated</u> <u>assault</u>	
i. <u>Burglary</u>	
j.  Motor vehicle  theft  (Do not include theft from a motor vehicle)	
k. <u>Arson</u>	
l. <u>Simple assault</u>	
m. <u>Larceny-theft</u>	
n. <u>Intimidation</u>	

**YEAR 2022** 

Criminal offense Total Occurrences of Hate crimes (Category of Bias for crimes)

# Race ReligioSexualGenderGenderDisabilEthnicityation orientation Identity Origin



g. <u>Robbery</u>	
h. <u>Aggravated</u> <u>assault</u>	
i. <u>Burglary</u>	
j. <u>Motor vehicle</u> <u>theft</u>	
k. <u>Arson</u>	
l. <u>Simple assault</u>	
m. <u>Larceny-theft</u>	
n. <u>Intimidation</u>	
o. <u>Destruction/damagon</u> <u>vandalism of proper</u>	
varidation of prope	<u>· · · · · · · · · · · · · · · · · · · </u>

#### **Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## VAWA Offenses - On Campus

For each of the following crimes, enter the number reported to have occurred <u>On Campus</u>.

Crime	Total occurences On Campus				
	2022	2023	2024		
a. <u>Domestic violence</u>	0	0	0		
b. <u>Dating violence</u>	0	0	0		
c. <u>Stalking</u>	0	0	0		

C	a	v	Δ	a	t	•
v	a	v	C	a	L	•

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

# VAWA Offenses - Public Property

For each of the following crimes, enter the number reported to have occurred on <u>Public Property</u>.

Crime Total occurences on Public Property

2022 2023 2024

a. Domestic violence 0 0 0

b. Dating violence 0 0 0

c. <u>Stalking</u>	0	0	0
Caveat:  If you have changed prior years' data, yo change. Use the following format: "For (to (B) because (REASON)."		-	-
Arrests - On campus			
Enter the number of <u>Arrests</u> for each of <u>On Campus</u> .	the following	crimes that oc	ccurred
Crime	Nι	ımber of Arres	ts
	2022	2023	2024
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0

Public Property.

Crime

b. <u>Drug abuse violations</u>	0		0	0
c. <u>Liquor law violations</u>	0		0	0
Please Note: Do NOT include drunker liquor law violations.	nness or drivi	ng under	the influ	ence in
Caveat:  If you have changed prior years' data, you change. Use the following format: "For (to (B) because (REASON)."				<b>-</b>
Arrests - Public Propert		,		

#### https://surveys.ope.ed.gov/campussafety/#/read-only-survey/150251001/crime?authToken=eyJhbGciOiJIUzl1NilsInR5cCl6lkpXVCJ9.eyJ1bmlxdWV...

**Number of Arrests** 

	2022	2023	2024
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	0	0	0
c. <u>Liquor law violations</u>	0	0	0
Please Note: Do NOT include drunker liquor law violations.	nness or drivin	g under the in	fluence in
Caveat:  If you have changed prior years' data, yo change. Use the following format: "For (to (B) because (REASON)."		•	_

# **Disciplinary Actions - On Campus**

Enter the number of persons <u>referred for disciplinary action</u> for crimes that occurred <u>On Campus</u> for each of the following categories.

Do not include disciplinary actions that were strictly for school policy violations.

If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.

Crime		persons referi plinary Action	
	2022	2023	2024
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	0	0	0
c. <u>Liquor law violations</u>	0	0	0
Please Note: Do NOT include drunken liquor law violations.	ness or driving	under the inflเ	uence in

#### Caveat:

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

- (	
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- (	

## **Disciplinary Actions - Public Property**

Enter the number of persons <u>referred for disciplinary action</u> for crimes that occurred on <u>Public Property</u> for each of the following categories.

Do not include disciplinary actions that were strictly for school policy violations.

If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.

Crime	Number of persons referred for Disciplinary Action			
	2022	2023	2024	
a. Weapons: carrying, possessing, etc.	0	0	0	
b. <u>Drug abuse violations</u>	0	0	0	
c. <u>Liquor law violations</u>	0	0	0	

<b>Please Note:</b> Do NOT include drunkenness or driving under t liquor law violations.	he influence in
Caveat: If you have changed prior years' data, you must add a caveat exchange. Use the following format: "For (YEAR), Line (X) was ch to (B) because (REASON)."	. •

### **Unfounded Crimes**

Of those crimes that occurred On Campus, in

<u>On-campus Student Housing Facilities</u>, on or in <u>Noncampus</u> property or buildings, and on <u>Public Property</u>, enter the number of crimes that were unfounded.

The total number of unfounded crimes should include all criminal offenses, hate crimes, domestic violence, dating violence, or stalking incidents that have been unfounded. Arrests and disciplinary actions cannot be unfounded.

Number

	2022	2023	2024		
a. <u>Total unfounded crimes</u>	0	0	0		
Please Note: If a reported crime is invaluation authorities and found to be false or basworn or commissioned law enforcem	seless, the cr	ime is "unfour	nded." Only		
Count unfounded crimes in the year in which they were originally reported.					
Caveat:  If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."					