



Annual Security Report



2026

Statistics for Calendar Year 2023-2025

Published by the Diesel Driving Academy Compliance Department

Introduction

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), now known as the Jeanne Clery Campus Safety Act, requires schools to make campus safety information readily available to students, employees, and the public. This includes issuing timely warnings about crimes that may pose an ongoing or significant threat, maintaining and publishing campus security policies, and collecting, reporting, and distributing campus crime statistics in accordance with federal requirements.

The Compliance Department is dedicated to fostering a safe and secure environment that supports Diesel Driving Academy's (DDA) educational mission. In keeping with the requirements of the Clery Act, this Annual Security Report is provided to inform our campus community. The report includes crime statistics from the previous three calendar years for incidents reported on campus, in certain School-owned or controlled off-campus locations, and on public property adjacent to campus, as defined by the Clery Act. It also outlines campus safety policies and procedures, including information on crime reporting, emergency response, crime prevention, alcohol and drug policies, sexual misconduct resources, and other important safety topics.

Maintaining a safe campus is a shared responsibility. While the Compliance Department leads the School's safety and security efforts, every member of the campus community plays an important role in creating a secure learning and working environment. We encourage you to review this report carefully and become familiar with the resources and information it contains.

You can obtain a paper copy of this report by contacting the Compliance Department or you can view it online by accessing the following website: [Consumer Information](#).

For the latest campus safety information, please visit the website www.dda.edu at [Consumer Information](#).

If you have any questions, please contact us at 318-213-6616 or by email at compliance@dda.edu.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Avery Vascoe', with a stylized 'V' at the end.

Avery Vascoe
Compliance Manager
Diesel Driving Academy

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Annual Security Report

This report is published by:

Compliance Department
Diesel Driving Academy
3010 Knight Street, Suite 350
Shreveport, LA 71105
318-213-6616
compliance@dda.edu

The DDA Compliance Department is responsible for compiling and maintaining campus crime statistics for the Annual Security Report. To prepare this report, the Department gathers crime and arrest data from multiple sources including local law enforcement agencies and Campus Security Authorities (CSAs). These crime statistics are requested from law enforcement agencies with jurisdiction over locations where Clery geography is applicable as required by the Clery Act. The information collected from these sources is reviewed and compiled by the Compliance Department to produce and maintain the School's Annual Security Report.

Criminal Background Checks

Diesel Driving Academy does not routinely conduct state and/or federal criminal background investigations on prospective students. However, it is the policy of the School that all new employees and faculty that have significant interaction with DDA students, have their criminal background records checked prior to an offer of employment being made.

Reporting Crimes and Emergencies

All members of the Diesel Driving Academy community, including but not limited to students, faculty, staff and visitors, are encouraged to promptly report crimes, suspicious activity and other public safety concerns to a CSA. Timely reporting helps the School respond effectively and ensures incidents are included in the Annual Security Report when necessary and allows the School to issue Timely Warnings or other safety notifications when necessary.

Reports involving students may be referred to the Office of Human Resources and the Compliance Department for review under the School's student code of conduct process, provided doing so will not interfere with an active investigation. Reports involving employees should be shared with the Office of Human Resources or the appropriate supervisor.

The Office of Human Resources is located at 3010 Knight Street, Suite 350, Shreveport, Louisiana 71105. Office hours are Monday through Friday 8:00 a.m. to 5:00 p.m. In the event of an emergency requiring immediate assistance, call 911 to reach the Shreveport emergency communication center. DDA also maintains a Facebook page where important information and updates may be shared.

If you witness a crime, experience suspicious activity, or are uncertain whether an incident should be reported, contact a CSA. Personnel are available at all times during School operation to assess the situation, contact local law enforcement or connect you with other appropriate law enforcement or emergency services agencies. Prompt reporting helps protect the campus community and ensures that incidents are handled appropriately.

Collection of Statistics

Diesel Driving Academy experiences a relatively low rate of reported crime, including violent offenses. Even though that is the case, maintaining a safe campus requires awareness and communication. One of the School's primary responsibilities is to keep the campus community informed about crime and safety issues so that students, faculty and visitors can make informed decisions and take appropriate steps to protect themselves and their property.

In accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), the Compliance Department publishes the Annual Security Report each year. The report includes campus crime statistics for the previous three calendar years, along with other required safety information. The report is available online at [Consumer Information](#), and printed copies may be obtained during normal business hours from the Compliance Department.

Community members are encouraged to report all crimes and suspicious activity to CSAs, the Compliance Department or the Office of Human Resources. Prompt reporting helps ensure incidents are accurately reflected in the School's annual crime statistics and enables the School to issue Emergency Notifications or Timely Warnings when circumstances warrant. The Compliance Department encourages reports from third parties when a victim is unable or chooses not to report an incident directly.

If a crime is not reported to a CSA, the Compliance Department, or the Office of Human Resources, the school may be unaware that the incident occurred. As a result, the crime may not be included in the School's Clery Act statistics or considered when evaluating the need for campus safety notifications. In addition, members of the campus community may also report crimes to designated CSAs and other identified School officials listed below.

School Officials

Title	Phone and Office
President/CEO	318-635-0280 System Office DDA
Vice President of Operations	318-635-0280 System Office DDA
Human Resources Director/ Title IX Coordinator	318-635-0280 System Office DDA
Vice President of Facilities	318-635-0280 System Office DDA

Campus Security Authorities

Under the Clery Act, Campus Security Authorities (CSAs) have significant responsibility for student and campus activities. CSAs play an important role in the School's compliance with federal reporting requirements by promptly reporting Clery Act crimes and other qualifying public safety incidents to the Compliance Department.

Information received from Campus Security Authorities is used to compile the School's annual crime statistics and to assess whether an incident presents a serious or continuing threat to the campus community that may require the issuance of a Timely Warning. CSAs may submit reports on behalf of victims although the Compliance Department may contact the reporting CSA to obtain additional information or clarify details in order to prevent duplicate reporting.

Reports submitted by CSAs should include as much relevant information as possible, including names and contact information, when available and when the reporting party or victim is willing to provide it. Complete and accurate information helps ensure that crimes are properly classified, counted only once and evaluated for potential campus safety notifications.

Recognizing that some victims choose not to report crimes directly to law enforcement, the Compliance Department annually surveys CSAs to identify any reportable incidents that may not have been reported through traditional channels. This process helps ensure the School's Annual Security Report includes all crimes under the Clery Act.

The following officials are designated as CSAs:

- President of Diesel Driving Academy
- Campus of Director
- Assistant Campus Director
- Compliance Manager
- Human Resources Director
- Vice President of Operations
- Vice President of Facilities
- Regional Director

Voluntary Confidential Report

Diesel Driving Academy encourages all members of campus community to report criminal activity promptly, whether they are the victim of a crime or a witness to one. Individuals who wish to report a crime without filing a police report may instead make a confidential report to a designated Campus Security Authority (CSA), as identified in the previous section, for Clery Act reporting purposes. These reports allow the School to include qualifying incidents in its annual crime statistics while respecting a reporting party's request not to disclose personally identifying information.

Reports submitted for statistical purposes should include the date the report was made, the individual receiving the report, the date and approximate location of the incident and a description of what occurred. If requested, identifying information about the reporting party or victim may be omitted. The Compliance Department uses

this information to compile accurate Clery Act crime statistics, prevent duplicate reporting, evaluate whether a pattern of crime exists and determine if a Timely Warning should be issued.

Anonymous reports may be made to the Department of Compliance through the exceptions set forth within this Annual Security Report below:

Online Anonymous Reporting

The School provides individuals with an opportunity to report incidents of crime or concern anonymously through the DDA website. This allows any individual to complete a report without providing any personal identifying information and without directly speaking with anyone. Should the reporting individual want a representative from the school to reach out to them, they can provide an email address.

While anonymous reporting is available, the School's ability to investigate and appropriately address allegations will be significantly limited. The purpose of anonymous reporting is to provide the School with information to take steps to promote safety. In addition, DDA can keep accurate records of the number of incidents involving students, determine where there is a pattern of crime about a particular location, method, or assailant and alert the community of potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the School.

DDA does not employ pastoral counselors or professional counselors as defined by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act). Accordingly, the School does not maintain procedures encouraging such counselors to inform individuals they are counseling about voluntary, confidential crime reporting for inclusion in the Annual Security Report. Individuals seeking to report a crime confidentially are encouraged to follow the processes outlined above.

You can find the anonymous reporting form here, [Anonymous Reporting Form](#).

Definitions/Related Information

Pastoral Counselor – A person who is associated with a religious order or denomination, is recognized by that religious order or denomination as someone who provides confidential counseling and is functioning within the scope of that recognition as a pastoral counselor.

Professional Counselor - A person whose official responsibilities include providing mental health counseling to members of the institution's community and who is functioning within the scope of the counselor's license or certification.

Preparation of the Annual Disclosure of Crime Statistics

DDA prepares and publishes its Annual Security Report each year in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act). The Compliance Manager, or other designated representatives, oversees the collection, verification, and reporting of the information required by the Act.

Throughout the year, different representatives from various offices meet regularly to review incidents as reported on campus and identify those that may be subject to the Clery Act reporting requirements. As part of the annual reporting process, the Compliance Manager or designee requests crime statistics from all designated CSAs for incidents reported during the previous calendar year.

The School also obtains crime statistics from the Shreveport Police Department and any other law enforcement agencies with jurisdiction over the School's Clery geography, including applicable non-campus locations. All information received is carefully reviewed, classified, and reconciled to ensure compliance with Clery Act reporting requirements and to eliminate duplicate entries before publication.

By October 1st of each year, all current students, faculty and staff receive notification that the Annual Security Report is available by providing a direct link to the report on the School's website at [Consumer Information](#). The purpose of this Annual Security Report is to provide members of the School community and prospective students and employees with important information about campus safety, security policies and crime statistics, as required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act). Printed copies are available upon request from the Compliance Department.

Prospective employees are informed of the report's availability through the Human Resources Department application process. Applicants who apply for employment in person are provided with this information during the on-campus interview process. Prospective students are also notified of the report's availability through the School website, including the "Take the first step" page.

Crime Bulletins

To help promote campus safety and keep the School community informed, the Compliance Manager or Human Resources may issue Crime Bulletins regarding criminal activity that does not meet the criteria for a Clery Act Timely Warning or Emergency Notification. These bulletins may address incidents such as thefts, vehicle burglaries, or other crimes that, while not subject to Clery notification requirements, may still be of interest to the campus community. Each incident is evaluated individually to determine whether it presents an ongoing concern or whether sharing the information would help community members better protect themselves and their property.

When appropriate, Crime Bulletins may be distributed through campus-wide email, posted on the website at Diesel Driving Academy, or shared using additional communication methods. These methods may include NEO, social media accounts, as well as postings in academic buildings, and other campus facilities.

Students, employees, and other members of the campus community are encouraged to keep their emergency contact information current to ensure they receive important safety communications. Contact information may be added or updated by submitting the appropriate information to an admissions counselor or the Campus Director. Updates will be entered into the School's records or uploaded to the emergency notification system, as applicable.

Employees who need to update their contact information may also do so by contacting the Human Resources Office.

Timely Warnings

When a reported crime presents a serious or continuing threat to the safety of the DDA community, the School will issue a Timely Warning in accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act). The purpose of a Timely Warning is to provide students and employees with information that will help them take appropriate precautions and reduce the risk of similar incidents. Timely Warnings may be issued for Clery Act crimes that occur within the School's Clery geography, including on-campus property, qualifying non-campus property, and adjacent public property.

Each reported incident is evaluated individually to determine whether a Timely Warning is warranted. Factors considered during this assessment include the location of the crime, how quickly it was reported, the amount and reliability of the available information, whether the suspect has been apprehended, and whether an ongoing threat to the campus community remains. When a Timely Warning is issued, every effort is made to protect the identity of victims and other confidential information.

The Compliance Manager, or a designated representative, reviews reports received by the Compliance Manager or Human Resources to determine whether they meet the criteria for a Timely Warning. The final decision to distribute a Timely Warning rests with the President and CEO. To support this process, the Compliance Manager relies on prompt reporting from Campus Security Authorities (CSAs) and local law enforcement agencies so that potential threats can be evaluated without unnecessary delay.

When a Timely Warning is authorized, the Compliance Manager, in coordination with the Human Resources Manager, prepares the notification and distributes it to the campus community. Notifications may be sent through campus-wide email, notification through NEO, social media accounts, the School website, and, when appropriate, posted in building, and administrative facilities. Additional updates may be provided as new information becomes available.

All enrolled students and School employees are automatically registered to receive notifications using the NEO system. Individuals who do not receive test notifications or who need assistance with the NEO system should contact the Campus President.

Students, employees, and other community members are encouraged to keep their contact information current. Emergency contact information may be added or updated by contacting the admissions department or the Campus Director. Employees may also update their information through the Human Resources Manager.

Anyone who has information about an incident that may require a Timely Warning should promptly notify the Compliance Manager by calling 318-213-6616 or by visiting the Compliance Manager located at, 3010 Knight Street, Suite 350, Shreveport, Louisiana, 71105. Campus Security Authorities are also encouraged to submit a CSA Reporting Form via email to compliance@dda.edu.

Emergency Notifications

DDA is committed to protecting the health and safety of its students, employees, and visitors by responding promptly to emergencies and dangerous situations that may pose an immediate or ongoing threat to the campus community. All members of the DDA community are encouraged to report any situation that may represent a significant emergency or hazardous condition, even if a victim chooses not to file a report or is unable to do so due to physical or mental circumstances.

Emergencies should be reported by contacting the Compliance Manager at 318-213-6616 or 318-635-0280 to reach the Human Resources Manager. In situations requiring immediate assistance, individuals should call 911.

The Human Resources Manager is responsible for coordinating responses to emergencies, identifying appropriate resources, documenting incidents, and working with campus partners and emergency responders to reduce risks and protect the campus community. Depending on the nature of the emergency, Human Resources may coordinate with other School officials, as well as outside agencies including local police, fire, emergency medical services, and other emergency management personnel.

DDA maintains emergency response procedures designed to prepare for, respond to, and recover from a variety of potential hazards. These procedures include conducting, reviewing and updating emergency response plans, maintaining emergency equipment and supplies, completing incident reporting and investigations, conducting emergency drills such as fire and lockdown exercises annually, and performing routine safety inspections of campus facilities and resources.

When the Human Resources Manager and appropriate School officials confirm that a significant emergency or dangerous situation exists that may pose an immediate threat to the health or safety of the campus community, the School will, without unnecessary delay and while considering the safety of the community, determine the content of the notification and initiate the appropriate emergency notification system. Notifications may be delayed only when responsible authorities determine that issuing an alert would compromise efforts to assist victims, contain the emergency, or otherwise mitigate the threat.

The Human Resources Manager, in consultation with the Compliance Manager and, when necessary, emergency responders, is responsible for confirming that a significant emergency or dangerous situation exists, determining the appropriate segment or segments of the campus community to receive a notification, determining the content of the notification, and initiating the notification system. If the Human Resources Manager is unavailable, the Compliance Manager or the President and CEO will carry out these responsibilities. Emergency notifications may be issued through NEO, campus-wide email, the School website, social media, fire alarms, and postings in academic buildings, administrative buildings, or other affected areas. These notifications will always encompass the entire campus and all faculty, students and staff.

When an emergency may affect persons beyond the campus community, such as visitors, neighbors, or the public, the Human Resources Manager, in consultation with the President and CEO, will disseminate emergency information to the larger community through the School website and social media accounts and, when appropriate, by contacting local media or local emergency management officials.

The administration, faculty and staff at Diesel Driving Academy will follow the internal procedures that have been laid out for them within the Emergency Response Plan depending on the impending emergency that is occurring. DDA tests its emergency response and evacuation procedures at least once each calendar year through drills or exercises, such as fire evacuation and lockdown drills, and appropriate follow-through activities designed to assess and evaluate its emergency plans and capabilities. Tests may be announced or unannounced. In conjunction with at least one test each calendar year, DDA publicizes its emergency response and evacuation procedures to students and employees. DDA documents each test, including a description of the exercise, the date, the time, and whether it was announced or unannounced. The health and safety plan encompasses all procedures for students and is reviewed during their orientations.

Emergency situations that may require notification include, but are not limited to, the following:

Fire **Emergencies:**
In the event of a fire, individuals should remain calm, activate the fire alarm if they discover the fire, call 911, and evacuate the building using the nearest posted exit route. Individuals should move away from smoke, remain low to the ground if necessary, and proceed to the designated meeting area. No one should re-enter a building until emergency responders determine that it is safe.

Armed Intruder or Person Posing a Threat:
Individuals should seek immediate safety by moving to a secure location, locking or securing doors when possible, turning off lights, staying away from windows and doors, remaining quiet, and following instructions from

emergency personnel. Individuals should not confront the threat. When law enforcement arrives, individuals should remain calm, keep their hands visible, and follow all directions.

Assaults or Physical Altercations: Community members should avoid becoming involved in a physical confrontation, move away from the area, and call 911, or notify a School official as appropriate. Individuals should not encourage, record, or share videos of an incident. Witnesses should provide accurate information to officials investigating the situation.

Bomb

Threats:

All bomb threats are treated as serious and should be reported immediately to 911 and School officials. Individuals should remain calm, follow evacuation instructions when provided, avoid touching suspicious items, and refrain from spreading unverified information or rumors. Buildings may not be re-entered until emergency personnel determine that the area is safe.

Gas

Leaks:

Individuals who detect a possible gas leak should immediately report the concern, avoid using electrical devices or creating sparks, and follow evacuation instructions. Possible warning signs may include a strong sulfur or rotten egg odor, unusual sounds near pipes, dizziness, headaches, or nausea. Individuals should not attempt to locate the source of a leak and should not return to the area until emergency responders declare it safe.

Hazardous

Materials

Incidents:

Individuals should avoid contact with unknown substances, move away from affected areas, and notify emergency personnel or School officials. If a hazardous material event occurs inside a building, evacuation procedures may be initiated. If the hazard occurs outside, occupants may be instructed to remain indoors, close doors and windows, turn off ventilation systems when directed, and await further instructions.

Serious

Injury

or

Death

on

Campus:

Individuals should immediately contact 911, notify School officials, and allow emergency responders access to the area. Community members should avoid gathering around the scene, blocking emergency access, taking photographs or videos, or spreading rumors. Witnesses should provide accurate information to responding officials.

Terrorist

Threats

or

Attacks:

Individuals should remain calm, follow instructions from emergency personnel and School officials, and immediately report suspected threats to 911. If a threat occurs inside a facility, individuals should follow emergency procedures and remain away from the affected area until authorities confirm the location is safe.

DDA works to ensure that emergency information is communicated quickly and effectively while protecting the privacy and safety of affected individuals. All students and employees are encouraged to maintain accurate emergency contact information to ensure they receive important safety alerts. Emergency contact information may be added or updated through the admissions department or the Campus Director. Employees may also update contact information through the Office of Human Resources.

Anyone with information regarding a potential emergency or dangerous situation should immediately contact the Compliance Manager or Human Resources at 318-635-0280 or report in person at the Compliance Manager located at 3010 Knight Street, Suite 350, Shreveport, LA 71105.

Anyone wishing to add or update their information can go to the admissions department or the Campus Director and submit the appropriate form to update/add their emergency number, and, if not a student or employee, add an email address. Employees may also contact the Human Resources Manager to update their information.

Access/Maintenance Consideration for Campus Facilities

DDA is privately owned and operated. Although the campus welcomes students, employees, visitors and guests, the School reserves the right to limit or deny access to campus property when necessary to protect the safety and security of the community. DDA has the authority to remove or prohibit individuals from entering campus when circumstances warrant.

Access to School facilities is intended to support the educational mission of the institution while promoting a safe and secure environment. Campus buildings are generally open during normal business hours. CSAs are responsible for securing the campus building and monitoring access to School property. Personnel unlock the building at the beginning of the business day and lock the building after the last employee leaves the building. Lock up times may be adjusted as necessary due to special requests or authorized events from School system office.

DDA is committed to maintaining a safe and secure campus through the ongoing maintenance and evaluation of its facilities and grounds. The Campus Director, Assistant Campus Director, Vice President of Operations, Vice President of Facilities and the Regional Director work collaboratively to identify and address security-related concerns, including lighting, locks, doors, landscaping, and other physical safety features. Students, employees, and visitors are encouraged to promptly report maintenance or security issues so they can be evaluated and addressed in a timely manner. Outside contractors and vendors performing maintenance, construction, or repair work on campus are coordinated through the appropriate School department and are granted access only to the areas necessary to perform their work. Contractors are expected to comply with School safety and security procedures while on campus, and their activities may be monitored by the Campus Director and/or the Vice President of Facilities as appropriate.

Law Enforcement and Jurisdiction

DDA does not employ sworn or commissioned law enforcement officers and does not maintain a campus police department. The School's Compliance Manager, Human Resources Manager, Campus Director, Assistant Campus Director, Vice President of Operations and President and CEO are responsible for coordinating campus safety initiatives, responding to reports of incidents, implementing emergency response procedures, serving as the primary point of contact for safety related concerns. However, these personnel do not possess arrest authority and do not enforce state criminal laws. Criminal incidents requiring law enforcement intervention are reported to the appropriate local law enforcement agency, which has primary jurisdiction for investigating crimes, enforcing state and local laws, and making arrests on School property. There are no memorandums of understanding between the School and Shreveport Police Department. DDA encourages accurate and prompt reporting of all crimes to the Shreveport Police Department or other appropriate law enforcement agency when the victim of a crime elects to, or is unable to, make such a report.

Monitoring and Reporting of Criminal Activity – Non-Campus Locations

DDA does not currently have any officially recognized student organizations that own or control non-campus property, including non-campus housing facilities, as defined by Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act). Accordingly, the School does not monitor or record criminal activity at non-campus locations of student organizations through local law enforcement agencies. Should the School sponsor student activities or travel that meet the Clery Act definition of a reportable non-campus location, crime statistics will be requested from the appropriate law enforcement agency and included in the Annual Security Report as required by federal law.

Security Awareness Program

DDA is committed to providing a safe, secure and supportive campus where students and employees can thrive. To promote personal safety and well-being the School offers a variety of educational services, including Personal Safety Tips, fire extinguisher training and see it report it week. These resources are made available to all members of the School community.

The Compliance Department leads comprehensive prevention and awareness initiatives designed to reduce dating violence, domestic violence, sexual assault and stalking. These evidence-informed programs emphasize healthy relationships, respectful behaviors, responsible decision making and effective bystander intervention. During orientation new students and employees review campus safety procedures, crime reporting processes, emergency response and other important safety topics.

When crime trends indicate an increase in specific offenses, the Compliance Department expands educational programming to raise awareness and provide practical prevention strategies. Programs are annually evaluated and updated based on effectiveness, outcomes and cost-benefit analysis to ensure they continue meeting the needs of the community.

DDA encourages every member of the campus community to share responsibility for maintaining a safe environment. This commitment is reinforced through awareness campaigns, the Annual Campus Security Report, Timely Warning notifications and campus crime bulletins. Safety and community-building activities begin during orientation and continue quarterly throughout the year. These programs focus on personal safety, physical security, emergency preparedness, crime prevention, conflict resolution, situational awareness, and responsible reporting...

Security awareness activities are reinforced throughout the academic year through periodic safety communications, educational materials, awareness campaigns, and other activities address current or identified safety and security concerns.

Employees

During the application process for new employees, the Office of Human Resources provides information on how to obtain a copy of the annual disclosure form. This form contains information pertaining to campus security procedures, practices, and crime prevention programs. All employees are encouraged to participate in programs offered by the Compliance Manager.

Students

During orientations, resources are provided that cover safety. Crime prevention and sexual assault prevention programs continue throughout the academic year. The School also regularly offers educational sessions on topics such as sexual assault, stalking, domestic and dating violence, alcohol misuse, date rape drugs, theft prevention and fire safety.

Crime Prevention Program

Diesel Driving Academy offers crime prevention and safety education programs throughout the year for students, employees, and members of the campus community. The Compliance Department supports the School's crime prevention efforts by providing guidance to Campus Security Authorities (CSAs), assisting with safety education, and promoting awareness of crime prevention strategies and appropriate reporting procedures.

Crime prevention and safety information is provided through new student and employee orientation, campus communications, educational materials, safety campaigns, and other appropriate educational activities. Topics may include campus security procedures and practices, personal safety, situational awareness, protection of personal property, theft prevention, emergency preparedness, sexual assault awareness, dating and domestic violence, stalking, bystander awareness, and reporting options.

Throughout the academic year, the Compliance Department distributes educational materials and conducts awareness initiatives addressing identified safety concerns and crime prevention topics. The School may increase or modify educational efforts in response to reported incidents, crime trends, identified safety concerns, seasonal risks, or other circumstances affecting campus safety.

To support emergency preparedness and campus safety awareness, the School makes applicable health, safety, emergency response, and crime prevention information available to students, employees, and visitors through designated campus locations and communication methods.

The School encourages all members of the campus community to take reasonable precautions, remain aware of their surroundings, protect personal property, report suspicious activity and safety concerns, and seek appropriate assistance when circumstances present a potential risk.

The School documents crime prevention programs and activities conducted during the academic year and reviews its prevention efforts periodically to identify opportunities for improvement. Information regarding applicable crime prevention programs is included in the Annual Security Report.

Drug, Alcohol, and Substances Abuse Policy Statement

DDA is committed to providing a safe, healthy, and drug-free learning and working environment. In support of this commitment, the School has established policies governing the possession, use, and distribution of alcohol and controlled substances that comply with applicable federal, state, and local laws while promoting the health, safety, and well-being of all students and employees. DDA recognizes the significant health and safety risks associated with alcohol misuse and the use of illegal drugs and is dedicated to educating its community through ongoing prevention and awareness efforts.

In accordance with the Drug-Free Schools and Communities Act Amendments of 1989 (Public Law 101-226), the unlawful manufacture, distribution, dispensing, possession, or use of alcohol or controlled substances is

prohibited on campus and at all School-sponsored activities. The School provides educational resources and programming designed to increase awareness of substance abuse, encourage healthy decision-making, and inform students and employees about available support services and applicable legal requirements.

As part of its drug and alcohol prevention efforts, DDA:

1. Ensures that both students and employees acknowledge and sign their understanding of the compliance requirements of all institutional policies.
2. Provides students and employees with a listing of alcohol and substance abuse education and treatment services.
3. Provides students and employees with written information describing the use and effects of controlled substances, the school's Code of Conduct and the legal sanctions imposed by state and federal law for illegal possession or distribution of such substances.

The School periodically conducts campus-wide drug and alcohol awareness seminars. Educational materials are also posted in the student break room, and all enrolled students receive written information regarding drug and alcohol abuse prevention during their financial aid interview. Additional referral services are available through the Student Handbook.

If the Campus Director has reasonable suspicion that a student is under the influence of illegal drugs while on campus, the student may be required to submit to a reasonable suspicion drug screening in accordance with School policy.

Students who violate the School's Drug and Alcohol Prevention Policy are subject to disciplinary action based on the nature and severity of the violation. Repeated violations may result in progressively more serious sanctions. Disciplinary measures may include, but are not limited to, fines, educational programs, counseling referrals, community service, disciplinary probation, or expulsion from the School.

Employees who violate the School's alcohol or drug policies are also subject to disciplinary action appropriate to the severity of the offense. Repeated violations may result in increasingly severe sanctions. Employee disciplinary actions may include educational requirements, counseling referrals, community service, probation, or termination of employment.

Alleged student violations of the alcohol policy are referred to administration for review. Students found responsible for violating the policy may be assigned educational sanctions, community service, and/or other disciplinary measures as determined through the School's disciplinary process.

Violations of federal, state, local, or institutional drug and alcohol policies may also result in sanctions under the School's Code of Conduct. Depending on the circumstances, disciplinary action may include expulsion, termination of employment, referral for criminal prosecution, and other sanctions imposed by the appropriate disciplinary authority.

The unlawful possession, use, manufacture, or distribution of illegal drugs is prohibited by federal, state, and local law and is inconsistent with the educational mission and values of DDA. Individuals who unlawfully possess, manufacture, use, or distribute narcotics, stimulants, depressants, hallucinogens, other controlled substances, or drug paraphernalia, except as otherwise permitted by law, may be subject to School disciplinary action in addition to criminal penalties, including arrest, fines, and imprisonment. DDA enforces Federal and State drug laws by prohibiting the unlawful possession, use, and sale of illegal drugs on School property and at School-sponsored

activities, imposing disciplinary sanctions for violations, and referring violations to local law enforcement when appropriate.

Louisiana law prohibits individuals under the age of 21 from attempting to purchase, purchasing, or possessing alcoholic beverages in public. State law also prohibits furnishing alcohol to individuals under the legal drinking age or to persons who are visibly intoxicated. In addition, local ordinances regulating open containers and excessive noise are enforced within the city. DDA enforces State underage drinking laws by prohibiting the unlawful possession, use, and sale of alcoholic beverages on School property and at School-sponsored activities, imposing disciplinary sanctions for violations, and referring violations to local law enforcement when appropriate.

To promote campus safety, DDA issues Timely Warnings and Crime Bulletins whenever appropriate to notify the campus community of crimes that may pose an ongoing or continuing threat. These notices are distributed primarily through campus-wide email and include information about the reported incident, recommended safety precautions, and crime prevention strategies to help reduce the risk of future victimization. DDA Drug and Alcohol Abuse Prevention Program contains additional information regarding the School's policies, prevention activities, health risks, legal sanctions, disciplinary consequences and available assistance and treatment resources.

Substance Abuse Educational Programs

DDA is committed to promoting a healthy, safe, and drug-free campus by providing substance abuse education, prevention programs, and support resources for students, faculty, and staff. The School encourages healthy decision making and recognizes that individuals experiencing substance related concerns may benefit from education, counseling, treatment and other support services. While the decision to consume alcohol or use drugs is a personal one, each individual is responsible for complying with applicable laws and School policies and is accountable for the consequences of their actions.

Students

Throughout the year, DDA provides students and employees with alcohol and drug prevention information through educational materials, awareness campaigns, campus communications, resource information and other prevention activities. Prevention efforts may address the risks associated with alcohol and drug misuse, responsible decision making, recognizing signs of substance misuse, seeking assistance and available campus and community resources.

Quarterly prevention initiatives may focus on topics such as responsible decision making, recognizing the risks associated with alcohol and drug misuse, substance free choice, peer awareness and support, impairment and personal safety, and available assistance and reporting resources. Students who violate the School's alcohol or drug policies may be required to complete educational or intervention programs in addition to any disciplinary sanctions imposed by the School. Violations may also result in penalties under applicable local, state, and federal laws.

As part of its commitment to developing responsible and engaged citizens, DDA encourages students to look out for one another and to speak with a Campus Security Authority (CSA) if they are concerned that a friend or classmate may be struggling with alcohol or substance misuse. Early intervention can play an important role in preventing substance abuse problems from becoming more serious. The School encourages individuals to seek assistance rather than attempting to handle potentially dangerous situations themselves.

DDA does not condone the unlawful possession, use, sale, manufacture, or distribution of illegal drugs or violations of laws governing alcoholic beverages. To protect the safety of the campus community and the integrity of the educational environment, the School may pursue disciplinary and administrative action when appropriate. Depending on the circumstances, sanctions may include the loss of campus privileges, suspension, expulsion, or other disciplinary measures, in addition to any action taken by law enforcement.

Students who are concerned about their own alcohol or drug use, or who believe they may have a substance abuse problem, are encouraged to seek assistance through the Alcoholics Anonymous site at www.aa.org or the Narcotics Anonymous site at www.na.org.

Employees

Employees who are experiencing alcohol or drug related concerns are strongly encouraged to seek assistance through counseling or other support services. Information regarding available resources may be obtained by contacting the Human Resources Department, and employees are also encouraged to utilize appropriate community-based counseling services.

Employees who violate the School's alcohol or drug policies are subject to disciplinary action in accordance with institutional policy and may also face penalties under applicable local, state, and federal laws.

Resources

A full listing of alcohol and drug educational programs, resources, campus and community support, and other information can be found in the most recent Drug and Alcohol Abuse Prevention Program found at [Consumer Information](#).

You can also contact local chapters of Alcohol Anonymous and Narcotics Anonymous.

	<u>National Site</u>	<u>Local Site</u>	<u>Local Phone</u>
Alcoholics Anonymous	www.aa.org - www.aacentraloffice.us		318.865.2172
Narcotics Anonymous	www.na.org - http://larna.org		318.677.4344

General Health

The Compliance Department periodically places educational resource sheets in high traffic areas located throughout campus and administrative buildings. These materials provide information on topics such as sexual health and safety, the effects of alcohol and drug use, healthy relationships and decision-making, stress management, smoking cessation, exercise, self-care, and other wellness-related subjects. In addition, laminated signs containing information about available campus and community resources are displayed throughout campus. These signs are reviewed and updated annually by the Compliance Department to ensure the information remains accurate and current.

Because the effectiveness of certain programs may decline over time or the cost of offering them annually may outweigh their benefits, the Compliance Department evaluates its programming **biennially** and may choose not to offer some large-scale initiatives on an annual basis.

Hazing Policy

DDA is committed to maintaining a safe, respectful, and inclusive environment in which all students are treated with dignity and are able to participate fully in the academic and co-curricular experience. Hazing in any form is contradictory to the School's values and mission and is strictly prohibited. This policy applies to all DDA students and employees and to recognized and unrecognized student organizations, social organizations, and other groups whose members include DDA students or former students. No student organization, officer, member, volunteer or individual acting on behalf of a student organization may engage in, encourage, permit or condone hazing.

For the purposes of this policy, hazing is any intentional, knowing, or reckless act by a person acting alone or with others that is directed against another person when the person knew or should have known that the act endangers the physical health or safety of the other person or causes severe emotional distress, and the act is associated with pledging, recruitment, rushing, initiation, affiliation with, participation in, holding office in, or maintaining membership in an organization. For purposes of the hazing statistics in this Annual Security Report, DDA uses the federal definition of hazing in 20 U.S.C. § 1092(f)(6)(A)(vi). Consent to participate does not excuse or justify hazing behavior.

Louisiana law makes hazing a crime. La. R.S. 14:40.8 defines hazing as "any intentional, knowing, or reckless act by a person acting alone or acting with others that is directed against another when both of the following apply: (i) The person knew or should have known that the act endangers the physical health or safety of the other person or causes severe emotional distress. (ii) The act was associated with pledging, being initiated into, affiliating with, participating in, holding office in, or maintaining membership in any organization." A person who commits hazing may be fined up to \$1,000, imprisoned for up to six months, or both. If the hazing results in serious bodily injury or death, or involves forced or coerced alcohol consumption that results in a blood alcohol concentration of at least 0.30 percent, the penalty increases to a fine of up to \$10,000 and imprisonment for up to five years. It is not a defense that the person hazed consented to or acquiesced in the hazing. An organization may be fined and may forfeit its rights and privileges at the School if its representative or officer knew of hazing by its members and failed to report it to law enforcement. Louisiana law also requires DDA, upon receiving a report alleging hazing by one or more members of an organization operating at the School, to report the alleged hazing, as soon as practicable, to the law enforcement agency with jurisdiction where it occurred, including all details received and the names of all individuals alleged to have committed the hazing. La. R.S. 14:40.8(B)(2). The School is not aware of any applicable Tribal law governing hazing. The School is not aware of any applicable ordinance of the City of Shreveport or Caddo Parish governing hazing.

Any member of the School community who experiences, witnesses, or becomes aware of hazing is strongly encouraged and, when required by School policy, expected to report the incident promptly. Reports may be submitted to any of the CSAs that may be available at the time or the Compliance Department at 318-213-6616. Reports may also be made by email to compliance@Dda.edu or in person during normal business hours at 3010 Knight Street, Suite 350, Shreveport, LA 71105. Individuals may report anonymously through the School's website here [Anonymous Reporting](#); however, anonymous reports may limit the School's ability to investigate fully. Emergencies or incidents involving an immediate threat to health or safety should be reported immediately to CSAs or local law enforcement by calling 911.

Upon receiving a report of alleged hazing, the School will promptly conduct a fair, impartial and thorough investigation. The School or its designees will conduct an initial assessment to determine whether immediate safety measures are necessary and whether the allegation(s) fall within the scope of this policy. Interim actions, including temporary suspension of organizational activities or protective measures for affected students, may be

implemented while the investigation is pending. When a report alleges hazing by one or more members of an organization operating at the School, the Compliance Manager will report the alleged hazing to the law enforcement agency with jurisdiction as soon as practicable, as required by La. R.S. 14:40.8(B)(2).

The investigation process includes interviewing the reporting party, the responding individual or organization, and relevant witnesses; collecting and reviewing available evidence, including photographs, videos, electronic communications, social media content, and organizational records; and evaluating the evidence using the preponderance of the evidence standard, meaning whether it is more likely than not that a violation occurred. Student organizations and their members are expected to cooperate fully with all investigations. Failure to cooperate or knowingly providing false information may result in separate disciplinary action.

When allegations involve student organizations or students, the matter will be resolved through the School's Student Code of Conduct. If allegations involve employees acting in connection with a student organization or otherwise within the scope of their employment, the matter will also be referred to Human Resources and investigated in accordance with applicable employment policies and procedures. Employee misconduct may result in disciplinary action independent of any student conduct proceedings. When appropriate, the School will coordinate investigations involving both students and employees while maintaining compliance with applicable privacy and employment laws.

At the conclusion of an investigation, the School will determine whether a violation of this policy has occurred and will impose appropriate sanctions when warranted. Sanctions may include educational requirements, probation, suspension of organizational activities, loss of School recognition, removal from leadership positions, restitution, suspension, expulsion, or other disciplinary measures consistent with institutional policy. The School may also refer matters to law enforcement when conduct may violate criminal law.

DDA recognizes that education is the most effective strategy for preventing hazing. Accordingly, the School maintains comprehensive, research-informed prevention and awareness programs designed to educate students, faculty and staff regarding the nature of hazing, methods for recognizing prohibited conduct, reporting responsibilities, available support resources, bystander intervention strategies, and the consequences of violating institutional policy and state law. These educational initiatives emphasize that hazing is preventable and that organizational excellence can be achieved without practices that endanger the health, safety or dignity of others.

Faculty advisors, student organization advisors and staff members who work directly with student organizations receive annual training regarding their responsibilities for identifying, preventing, responding to, and reporting hazing. The School's prevention strategy incorporates evidence based and research informed practices, including interactive educational programs, scenario-based learning, bystander intervention training, organizational risk assessments, leadership accountability initiatives and ongoing communication campaigns throughout the academic year. These efforts are intended to foster a campus culture that promotes respect, accountability, healthy organizational traditions and shared responsibility for preventing hazing.

The effectiveness of the School's hazing prevention and awareness programs will be assessed periodically through participant feedback, campus climate assessments, incident reporting trends, and evaluation of education outcomes. Information gathered through these assessments will be used to improve programming, strengthen prevention strategies, and ensure continued compliance with applicable federal and state requirements.

Through this policy, DDA affirms its commitment to providing an environment in which all students may participate in campus life free from hazing, intimidation, coercion or abuse. Every member of the campus

community shares responsibility for preventing hazing, reporting concerns, cooperating with investigations and promoting a culture of respect, integrity and student wellbeing.

Dating Violence, Domestic Violence, Sexual Assault, and Stalking Prevention, Response, and Disciplinary Procedures Policy Statement

DDA is committed to maintaining a learning and working environment that is safe, inclusive, and free from dating violence, domestic violence, sexual assault, stalking, and all forms of sex-based misconduct. The School strictly prohibits these offenses and is committed to preventing their occurrence, supporting individuals who report such conduct, and responding promptly, fairly, and equitably to all allegations. This policy applies to all students, faculty, staff, and visitors and governs conduct occurring on campus, on School-owned or controlled property, at School-sponsored activities, and, when appropriate, off campus in accordance with applicable law and School policy.

The School provides comprehensive, research-informed primary prevention and awareness programs for all incoming students and newly hired employees and ongoing prevention and awareness campaigns for the campus community throughout the academic year. These educational initiatives communicate the School's prohibition of dating violence, domestic violence, sexual assault, and stalking; explain the definitions of prohibited conduct and consent under Louisiana law and institutional policy; promote healthy relationships and respectful behavior; provide education on recognizing warning signs of abuse; encourage safe and positive bystander intervention; explain risk reduction strategies; and inform participants of reporting options, institutional response procedures, supportive measures, and disciplinary processes.

For purposes of this policy, **Dating Violence** is violence committed by an individual who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting individual's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the individuals involved in the relationship. This includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence. **Domestic Violence** is a felony or misdemeanor crime of violence committed: (a) by a current or former spouse or intimate partner of the victim; (b) by an individual with whom the victim shares a child in common; (c) by an individual who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner; (d) by an individual similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the felony or misdemeanor crime of violence occurred; (e) by any other individual against an adult or youth victim who is protected from that individual's acts under the domestic or family violence laws of the jurisdiction in which the felony or misdemeanor crime of violence occurred. For purposes of this policy, an intimate partner is defined as an individual with whom one has or has had a short- or long-term relationship that provides romantic and/or physical intimacy or emotional dependence. Intimate relationships can occur between individuals of the same gender or different genders and may include (but are not limited to) marriages, civil unions, dating relationships, "hook-up" relationships, relationships in which partners are characterized as "girlfriends" or "boyfriends," and relationships between individuals with a child in common. **Sexual assault** is any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent. Sexual assault can occur between individuals of the same or different sexes and/or genders. This includes the following:

• **Rape:** The carnal knowledge of a person, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity; **Sodomy:** Oral or anal sexual intercourse with another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity; **Sexual Assault with an Object:** To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity; **Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental or physical incapacity; **Incest:** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law; or **Statutory Rape:** Sexual intercourse with a person who is under the statutory age of consent. **Stalking** is engaging in a course of conduct directed at a specific individual that would cause a reasonable person to: (a) fear for the individual's safety or the safety of others; or (b) suffer substantial emotional distress. For the purposes of the Stalking definition: *Course of conduct* means two or more acts, including acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about an individual, or interferes with an individual's property. *Reasonable person* means a reasonable person under similar circumstances and with similar identities to the victim. *Substantial emotional distress* means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling. **Consent** is a voluntary, informed, un-coerced agreement through words or actions freely given, which could be reasonably interpreted as a willingness to participate in mutually agreed-upon sexual acts. Consensual sexual activity happens when each partner willingly and affirmatively chooses to participate. Indications that consent is not present include when physical force is used or there is a reasonable belief of the threat of physical force; when duress is present; when one individual overcomes the physical limitations of another individual; and when an individual is incapable of making an intentional decision to participate in a sexual act, which could include instances in which the individual is in a state of incapacitation.

Important points regarding consent include:

- Consent to one act does not constitute consent to another act.
- Consent on a prior occasion does not constitute consent on a subsequent occasion.
- The existence of a prior or current relationship does not, in itself, constitute consent.
- Consent can be withdrawn or modified at any time.
- Consent is not implicit in an individual's manner of dress.
- Accepting a meal, a gift, or an invitation for a date does not imply or constitute consent.
- Silence, passivity, or lack of resistance do not necessarily constitute consent.
- Initiation by someone who a reasonable person knows or should have known to be deemed incapacitated is not consent.

Definitions under Louisiana law. Louisiana is the applicable jurisdiction for Diesel Driving Academy. Louisiana law defines these terms as follows:

Dating violence. Louisiana law provides that "dating violence" "includes but is not limited to physical or sexual abuse and any offense against the person as defined in the Criminal Code of Louisiana, except negligent injury and defamation, committed by one dating partner against the other." A "dating partner" is "any person who is involved or has been involved in a sexual or intimate relationship with the offender characterized by the expectation of affectionate involvement independent of financial considerations, regardless of whether the person

presently lives or formerly lived in the same residence with the offender,” and does not include “a casual relationship or ordinary association between persons in a business or social context.” La. R.S. 46:2151(B)–(C).

Domestic violence. Louisiana law uses the term “domestic abuse,” which “includes but is not limited to physical or sexual abuse and any offense against the person, physical or non-physical, as defined in the Criminal Code of Louisiana, except negligent injury and defamation, committed by one family member, household member, or dating partner against another.” La. R.S. 46:2132(3). Family members, household members, and dating partners are defined in La. R.S. 46:2132(4).

Sexual assault. Louisiana law does not define a single offense called “sexual assault.” The Louisiana Criminal Code defines rape as “the act of anal, oral, or vaginal sexual intercourse with a male or female person committed without the person’s lawful consent,” La. R.S. 14:41(A), and grades rape as first, second, or third degree, La. R.S. 14:42, 14:42.1, 14:43. Sexual battery is “the intentional touching of the anus or genitals of the victim by the offender using any instrumentality or any part of the body of the offender, directly or through clothing, or the touching of the anus or genitals of the offender by the victim using any instrumentality or any part of the body of the victim, directly or through clothing,” when, among other circumstances, “[t]he offender acts without the consent of the victim.” La. R.S. 14:43.1(A).

Stalking. “Stalking is the intentional and repeated following or harassing of another person that would cause a reasonable person to feel alarmed or to suffer emotional distress.” La. R.S. 14:40.2(A). “Harassing” means “the repeated pattern of verbal communications or nonverbal behavior without invitation which includes but is not limited to making telephone calls, transmitting electronic mail, sending messages via a third party, or sending letters or pictures.” La. R.S. 14:40.2(C)(1).

Consent. The Louisiana Criminal Code does not contain a general definition of “consent” in reference to sexual activity. The rape statutes instead treat intercourse as without lawful consent when it occurs under specified circumstances, including when the victim’s resistance is overcome by force or prevented by threats of great and immediate bodily harm; when the victim is prevented from resisting by force or threats of physical violence; when the victim is incapable of resisting or of understanding the nature of the act because of a stupor or abnormal condition of mind produced by an intoxicating agent or any cause and the offender knew or should have known of the incapacity; when the victim, through unsoundness of mind, is incapable of understanding the nature of the act and the offender knew or should have known of the incapacity; when the victim is under specified ages; and “[w]hen the offender acts without the consent of the victim.” La. R.S. 14:42, 14:42.1, 14:43. For purposes of School policy, DDA applies the definition of consent stated above.

The School's prevention strategy emphasizes that violence is preventable through education, community responsibility, and intervention. Prevention programs teach students and employees to recognize abusive or coercive behaviors, identify situations that may escalate to violence, intervene safely when appropriate, and report concerns before harm occurs. Bystander intervention education encourages individuals to directly intervene when it is safe to do so, create distractions to interrupt potentially harmful situations, seek assistance from friends or School officials, or immediately notify law enforcement when emergency intervention is necessary. Risk reduction education promotes healthy relationship skills, respect for personal boundaries, awareness of available campus resources, and informed decision-making while emphasizing that responsibility for violence always rests with the person who commits the misconduct. Individuals who experience or become aware of dating violence, domestic violence, sexual assault, or stalking are encouraged to report the incident promptly to the Title IX Coordinator, Human Resources (for employee matters), or local law enforcement. Reports may also be submitted through the School's designated reporting procedures. In emergencies or situations involving an immediate threat

to health or safety, individuals should contact a CSA or 911 without delay. The School will assist any reporting party who wishes to notify law enforcement and will respect the decision of individuals who choose not to make a criminal report. A report to the School may be made regardless of whether a report is made to law enforcement, and criminal investigations and institutional investigations may occur simultaneously.

The School encourages individuals to preserve evidence that may assist in proving that a criminal offense occurred or may be helpful in obtaining a protective order or participating in criminal or institutional proceedings. Individuals reporting sexual assault are encouraged to seek prompt medical attention and consider obtaining a forensic medical examination, even if they are uncertain whether they wish to pursue criminal charges. Evidence such as clothing, photographs, electronic communications, text messages, emails, social media content, call records, and other documentation related to stalking, dating violence, or domestic violence should be preserved whenever possible.

Upon receiving a report, the School will promptly provide the reporting individual with a written explanation of their rights, reporting options, available resources, supportive measures, and applicable institutional procedures, regardless of whether the reported conduct occurred on or off campus. Written information includes available counseling and health services, mental health resources, victim advocacy services, legal assistance, student financial aid information, and community resources. The School will also provide written information explaining how to request academic adjustments, changes to living arrangements, transportation accommodations, work or employment modifications, protective measures, and other reasonably available supportive services. Supportive measures are available without charge, when reasonably available, regardless of whether a formal complaint is filed or the incident is reported to law enforcement.

The School recognizes and complies with lawful orders of protection, restraining orders, no-contact orders, and similar orders issued by criminal or civil courts or by the institution. When appropriate, the School may issue institutional no-contact directives, modify class schedules, transportation arrangements, or campus access to promote safety. The School protects the privacy of individuals involved in reports of prohibited conduct to the greatest extent permitted by law. Personally identifying information is excluded from publicly available Clery Act reporting and other required public disclosures, and information regarding supportive measures and accommodations is maintained as confidential unless disclosure is necessary to implement the requested measures.

Reports of dating violence, domestic violence, sexual assault, and stalking are investigated through the School's applicable Title IX, Student Conduct, or Human Resources procedures, depending upon the nature of the allegations, the status of the parties, and applicable law. The filing of a report requesting supportive measures is distinct from the filing of a formal complaint requesting disciplinary action. Individuals seeking disciplinary action may submit a formal complaint to the Title IX Coordinator or other designated School officials. The School determines the appropriate resolution process after conducting an initial assessment of the allegations and applicable policies. Where permitted by law and institutional policy, certain matters may be resolved through an informal resolution process when voluntarily agreed to by the parties. Allegations requiring formal investigation are addressed through applicable grievance or disciplinary procedures.

Title IX grievance process. Allegations that fall within the School's Title IX Sexual Harassment Policy are resolved under that policy. A complainant files a formal complaint with the Title IX Coordinator. The Title IX Coordinator will seek to complete an initial assessment within ten (10) business days of receiving the formal complaint and will then dismiss the complaint, refer it to the informal resolution process with the consent of both parties, or proceed to investigation. DDA will seek to complete the investigation and adjudication within ninety

(90) business days after the investigators' first interview of the complainant. Each party may respond in writing to the case file within ten (10) business days of receiving it, and the investigative report is provided at least ten (10) business days before the hearing. A Decision Maker appointed by the Title IX Coordinator conducts a hearing and issues a written determination applying the preponderance of the evidence standard. Either party may appeal within five (5) business days of receiving the written determination or a dismissal, the other party may respond within five (5) business days, and the written appeal decision is provided to both parties simultaneously. Timeframes may be extended for good cause with written notice to both parties of the extension and the reason for it.

Student Code of Conduct process. Allegations against students that fall outside the Title IX Sexual Harassment Policy are resolved under the Student Code of Conduct. [Insert the steps, the official who decides, anticipated timelines, and any appeal.]

Human Resources process. Allegations against employees that fall outside the Title IX Sexual Harassment Policy are resolved under the School's employment policies. [Insert the steps, the official who decides, anticipated timelines, and any appeal.]

Institutional disciplinary proceedings are conducted promptly, fairly, and impartially by officials who, at a minimum, receive annual training on issues related to dating violence, domestic violence, sexual assault, stalking, trauma-informed investigation practices, impartial decision-making, due process, and methods for conducting investigations and hearings that protect the safety of all parties while promoting accountability. Investigations generally include notice to the parties, interviews, collection and review of relevant evidence, opportunities for each party to present witnesses and information, and a determination based upon the **preponderance of the evidence** standard, meaning it is more likely than not that a policy violation occurred. Both the complainant and respondent are afforded equal opportunities throughout the process, including the opportunity to be accompanied to any meeting or proceeding by an advisor of their choice. Advisors may participate in accordance with institutional procedures, and any restrictions placed on advisor participation are applied equally to both parties.

When a policy violation is found, the School may impose sanctions appropriate to the nature and severity of misconduct. Sanctions may include educational interventions, written warnings, disciplinary probation, counseling or training requirements, restitution, removal from leadership positions, loss of privileges, no-contact directives, suspension, expulsion or termination of employment. The School may also implement protective measures, including academic accommodation, work adjustments, transportation assistance, campus escorts, increased security measures, and other individualized supportive services designed to restore or preserve equal access to the School's educational programs and activities.

The School simultaneously notifies both the complainant and respondent, in writing, of the outcome of any institutional disciplinary proceeding arising from allegations of dating violence, domestic violence, sexual assault, or stalking, including any sanctions imposed that directly relate to the complainant, the rationale for the decision as permitted by law, available appeal procedures, any changes to the outcome resulting from an appeal, and the date on which the decision becomes final. The School prohibits retaliation against any individual who reports misconduct, participates in an investigation, or assists another person in exercising rights under this policy. Through prevention, education, timely response, equitable disciplinary procedures, and comprehensive support services, Diesel Driving Academy is committed to fostering a campus environment in which all members of the community are treated with dignity, respect, and fairness and are able to pursue their educational and professional goals free from violence, harassment, intimidation, and discrimination.

Diesel Driving Academy's Dating Violence, Domestic Violence, Sexual Assault and Stalking Prevention Awareness Program (DDSSA) provides the primary prevention and awareness education and ongoing prevention campaigns described in this policy statement. The DDSSA addresses prohibited conduct, consent, healthy relationships, bystander intervention, risk reduction, reporting options, supportive resources, and ongoing prevention activities. The program is research informed, inclusive, responsive to the needs of the School's community.

Written Notification of Rights, Resources and Support Services

Diesel Driving Academy is committed to ensuring that all students and employees have access to information regarding available resources and support services related to dating violence, domestic violence, sexual assault, and stalking. As part of its commitment to prevention, education, and victim support, the School provides all students and employees with separate notification describing their rights, reporting options, available supportive measures, and the campus and community resources available to individuals who experience or are affected by these forms of misconduct. This written notification is provided in addition to the information contained in the Annual Security Report and is made available through new student orientation, new employee onboarding, the Schools Title IX program, institutional policies, and other educational and awareness initiatives.

The written notification includes information regarding the availability of confidential and non-confidential services within the School, including counseling services, health services, mental health resources, victim advocacy services, legal assistance resources, visa and immigration assistance, student financial aid assistance when applicable, academic support, disability accommodations, and other supportive services available to assist students and employees following an incident of dating violence, domestic violence, sexual assault, or stalking.

The School also provides written information describing community-based resources that may be available to victims, including local counseling providers, hospitals and medical facilities, mental health professionals, victim advocacy organizations, legal assistance providers, law enforcement agencies, emergency shelters, crisis intervention services, visa and immigration assistance resources, financial assistance programs, and other community organizations that provide services to individuals affected by interpersonal violence.

In addition to identifying available resources, the written notification explains how to access these services, how to request supportive measures from the School and whom to contact for assistance. Students and employees are informed that reasonably available supportive measures may include academic adjustments, modifications to work or class schedules, protective measures, no-contact directives, safety planning, referrals to counseling and medical services, and other individualized assistance designed to restore or preserve equal access to the School's educational programs and employment opportunities.

The School provides this written notification to any student or employee who reports being the victim of dating violence, domestic violence, sexual assault, or stalking, regardless of whether the incident occurred on or off campus and regardless of whether the individual elects to report the incident to law enforcement or pursue formal disciplinary action. The School periodically reviews and updates this information to ensure that students and employees receive accurate and current information regarding available institutional and community resources.

Campus Resources

Campus Director - Shreveport	3523 Greenwood Road, Shreveport, LA 71109	318-868-3000
Campus Director – Baton Rouge	8067 Airline Hwy, Baton Rouge LA 70815	225-929-9990
Campus Director – West Monroe	243 Sterling Ave, West Monroe, LA 71292	318-582-1031
Office of Title IX Coordinator	3010 Knight St., STE 360, Shreveport, LA 71105	318-636-6300
Compliance Department	3010 Knight St., STE 360, Shreveport, LA 71105	318-213-6616
Human Resources	3010 Knight St., STE 360, Shreveport, LA 71105	318-636-6300

Community Resources

Crisis Center / Advocate Project Celebration: Domestic Violence/Sexual Assault	www.projectcelebration.com	318-221-8003
Suicide and Crisis Lifeline	www.988lifeline.org	988
National Sexual Assault Hotline (RAINN)	www.rainn.org	1-800-656-4673
National Domestic Violence Hotline	www.thehotline.org	1-800-799-7233
Trans Lifeline Peer Support	www.translifeline.org	1-877-565-8860
National Alliance on Mental Illness (NAMI) HelpLine	www.nami.org	1-800-950-6264
National Alliance for Eating Disorders Helpline	www.allianceforeatingdisorders.com	1-866-662-1235
SAMHSA National Helpline (Substance Use)	www.samhsa.gov	1-800-662-4357
Anti-Hazing Hotline	www.hazingpreventionnetwork.org	1-888-668-4293
S.A.F.E. Alternatives (Self-Abuse Finally Ends)		1-800-366-8288
Alcoholics Anonymous – Shreveport Office	www.aa-shreveport.org	318-865-2172
Narcotics Anonymous	www.na.org	
Shreveport Police Department	1234 Texas Ave, Shreveport, LA	318-673-7300 911
Caddo Sheriff's Office	501 Texas Street, Shreveport, LA	318-675-2170
Sexual Assault Advocates Office	2900 Hearne Avenue, Shreveport, LA	318-226-6881
Caddo Crime Victim Advocate		318-226-5908
Child Protective Services		318-676-7100
Elderly Protective Services		318-676-5200
University Health	1563 Kings Hwy., Shreveport, LA	318-626-0000

Christus Schumpert Highland	1453 E. Bert Kouns Ind. Loop, Shreveport, LA	318-681-1630
Willis Knighton Medical Center	7925 Youree Dr. #140, Shreveport, LA	318-212-3720 ER: 318-212-4500
Willis Knighton Bossier	2400 Hospital Dr., Bossier City, LA	318-212-7000 ER:318-212-7500
Willis Knighton Pierremont	8001 Youree Dr., Shreveport, LA 71105	318-212-3000 ER: 318-212-3500
Willis Knighton South	2521 Bert Kouns Ind. Loop	318-212-5000 ER: 318-212-5500
National Sexual Assault Hotline		1-800-656-HOPE(4673)
Louisiana Victim Assistance	Victim Services - Louisiana Department of Public Safety & Corrections	
Louisiana Foundation Against Sexual Assault	www.lafasa.org	
U.S. Citizenship and Immigration Services	www.uscis.gov 1100 East Pleasant Run Road, STE 190, Desoto, TX 75115	
Federal Student Aid	studentaid.gov	

Registered Sex Offender Information

In accordance with the Campus Sex Crimes Prevention Act (CSCPA), the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), and applicable Louisiana law, Diesel Driving Academy provides members of the campus community with information regarding the availability of registered sex offender information for individuals who are required to register under state law.

The Louisiana State Police maintain the official **Louisiana Sex Offender and Child Predator Registry**, which provides information regarding individuals who are required to register as sex offenders or child predators within the State of Louisiana. Individuals seeking information concerning registered sex offenders residing within the surrounding community may access the public registry maintained by the Louisiana State Police.

Sex Offender Registry - Louisiana State Police

Information regarding registered sex offenders may also be obtained through School officials, who can assist members of the campus community in accessing publicly available registry information maintained by the State of Louisiana.

Diesel Driving Academy complies with all applicable federal and state laws regarding the dissemination of registered sex offender information. The School does not maintain its own independent registry but relies upon the official registry maintained by the Louisiana State Police as the authoritative source of information concerning registered sex offenders and child predators within the State of Louisiana. Members of the campus community are encouraged to consult the official state registry for the most current and accurate information.

Law Enforcement Information Regarding Registered Sex Offenders

In accordance to the Campus Sex Crimes Prevention Act of 2000, which amends the Jacob Wetterling Crimes against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, Diesel Driving Academy is providing a link to the State Police Sex Offender Registry. This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a State concerning registered sex offenders may be obtained. Information concerning registered sex offenders in the State of Louisiana may be obtained by looking at the following Louisiana State Police website: www.lsp.org. For specific information on a particular offender, you may call the Louisiana State Police at 1-866-853-6580 or visit the website of the State Sex Offender and Child Predator Registry at Louisiana State Police.

Disclosure of Results of Disciplinary Proceedings

In accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), Diesel Driving Academy will, upon written request, disclose to the alleged victim of a crime of violence or a non-forcible sex offense (including incest or statutory rape), the results of any institutional disciplinary proceeding conducted against the student who is the alleged perpetrator. If the alleged victim is deceased as a result of the reported offense, the School will provide the results of the disciplinary proceeding to the victim's next of kin, if requested and as permitted by applicable federal and state law. Such disclosures will be made in accordance with the Family Educational Rights and Privacy Act (FERPA) and other applicable privacy laws.

Removal or Exclusion of Crime Reports

Diesel Driving Academy may exclude certain reported crimes from its Annual Security Report (ASR) crime statistics only when the report has been determined to be unfounded by sworn or commissioned law enforcement personnel. For Clery Act reporting purposes, a crime report may be classified as unfounded only when a law enforcement investigation concludes that the report is false or baseless. This determination may be made solely by a sworn or commissioned law enforcement officer. Any crimes determined to be unfounded will be reported separately in the Annual Security Report as required by the Clery Act.

A report is considered false when a complete and thorough investigation establishes that the reported crime did not occur and was not attempted. A report is considered baseless when the facts of the incident do not satisfy the legal elements of the reported offense or when the incident was incorrectly classified as a crime. A report may not be designated unfounded unless a full investigation has been completed. Likewise, a report cannot be classified as unfounded simply because investigators were unable to confirm that a crime occurred or because the evidence was inconclusive. For Clery Act purposes, a determination that a report is unfounded must be based on the totality of the evidence demonstrating that the report was false or did not constitute a criminal offense. A crime report may not be excluded from Clery statistics because investigators are unable to identify or apprehend a suspect, insufficient evidence exists to support prosecution, a conviction is not obtained, the reporting party chooses not to cooperate, the value of stolen property is minimal, or stolen property is later recovered. None of these circumstances, by themselves, constitute a valid basis for classifying a reported crime as unfounded under the Clery Act.

DIESEL DRIVING ACADEMY

8067 Airline Highway
Baton Rouge, Louisiana 70815

CAMPUS SAFETY & SECURITY REPORT

Year ending December 31, 2025

	All On-Campus Property			Public Property (See Definition)			Grand Total		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Criminal Offense									
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Sex Offenses, Forcible	0	0	0	0	0	0	0	0	0
Sex Offenses, Non-Forcible (Include only incest & statutory rape)	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Sexual Assault	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Hate Crimes									
Criminal Homicide	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Sex Offenses-Forcible	0	0	0	0	0	0	0	0	0
Sex Offenses-Non-forcible (Include only incest and statutory rape)	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Property Destruction/Damage/Vandalism	0	0	0	0	0	0	0	0	0
Arrests									
Weapons: Carrying, Possession, etc.	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Disciplinary Action									
Weapons: Carrying, Possession, etc.	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Hazing									
	NA	NA	0	NA	NA	0	NA	NA	0

DIESEL DRIVING ACADEMY

3523 Greenwood Road

Shreveport, Louisiana 71109

CAMPUS SAFETY & SECURITY REPORT

Year Ending December 31, 2025

	All On-Campus Property			Public Property (See Definition)			Grand Total		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Criminal Offense									
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Sex Offenses, Forcible	0	0	1	0	0	0	0	0	1
Sex Offenses, Non-Forcible (Include only incest & statutory rape	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Sexual Assault	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Hate Crimes									
Criminal Homicide	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Sex Offenses-Forcible	0	0	0	0	0	0	0	0	0
Sex Offenses-Non-forcible (Include only incest and statutory rape)	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Property Destruction/Damage/Vandalism	0	0	0	0	0	0	0	0	0
Arrests									
Weapons: Carrying, Possession, etc.	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Disciplinary Action									
Weapons: Carrying, Possession, etc.	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Hazing									
	NA	NA	0	NA	NA	0	NA	NA	0

DIESEL DRIVING ACADEMY

243 Sterling Ave
West Monroe, Louisiana 71292

CAMPUS SAFETY & SECURITY REPORT

Year Ending December 31, 2025

	All On-Campus Property			Public Property (See Definition)			Grand Total		
	2023	2024	2025	2023	2024	2025	2023	2024	2025
Criminal Offense									
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Sex Offenses, Forcible	0	0	0	0	0	0	0	0	0
Sex Offenses, Non-Forcible (Include only incest & statutory rape	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Sexual Assault	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Hate Crimes									
Criminal Homicide	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Sex Offenses-Forcible	0	0	0	0	0	0	0	0	0
Sex Offenses-Non-forcible (Include only incest and statutory rape)	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Larceny-Theft	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Property Destruction/Damage/Vandalism	0	0	0	0	0	0	0	0	0
Arrests									
Weapons: Carrying, Possession, etc.	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Disciplinary Action									
Weapons: Carrying, Possession, etc.	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Hazing									
	NA	NA	0	NA	NA	0	NA	NA	0

Public Property Definition: *All public property, including thoroughfares, streets, sidewalks, and parking facilities, **that is within the campus, or immediately adjacent to and accessible from the campus.*** A copy of the institution's Campus Safety and Security Policy may be obtained by contacting the Campus Director.

Public Property Definition: *All public property, including thoroughfares, streets, sidewalks, and parking facilities, that are within the campus, or immediately adjacent to and accessible from the campus.*

*Hazing statistics were first required to be collected beginning January 1, 2025, under the Stop Campus Hazing Act. Hazing statistics for 2023 and 2024 were not collected.

Unfounded crimes: No crime reports were determined to be unfounded by sworn or commissioned law enforcement personnel in 2023, 2024, or 2025.

A copy of the institution's Campus Safety and Security Policy may be obtained by contacting the Campus Director.

DDA currently does not have any non-campus property. The School's administrative office at 3010 Knight Street, Suite 350, Shreveport, Louisiana, is not frequently used by students and is not part of the School's Clery geography.