

## Introduction

Ferris State University exists to afford quality educational programs and experiences for the benefit of the students and communities it serves. Unfortunately, some members of our community are victims of sexual assault, domestic violence, dating violence, and stalking.

Ferris State University does not tolerate sexual violence in any form. Student and employee dignity policies demand all University community members to act with dignity and treat each other with respect. Sexual violence is a violation of the dignity and respect policies, as well as other policies and criminal law.

This handbook is designed for victims of these crimes and outlines a variety of resources and reporting options, provides information on how Ferris State University adjudicates these incidents, and includes other information required by Federal and Michigan Law.

## Contents

|  |   |
|--|---|
| Introduction .....   | 1 |
| Frequently Used Terms .....  | 3 |
| Understanding Sexual Assault .....   | 4 |
| Understanding Domestic Violence and Dating Violence .....  | 5 |
| Understanding Stalking.....  | 5 |
| Ferris State University Resources and Information for Victims of Sexual Assault, Domestic Violence, Dating Violence and Stalking. .... | 6 |
| Services Available in Big Rapids .....   | 6 |
| Counseling and Mental Health Services.....   | 6 |
| Medical Services.....  | 6 |
| Victim Advocacy and Legal Support.....   | 6 |
| Visa and Immigration Services .....  | 7 |
| Student Financial Aid .....  | 7 |
| Legal Aid.....   | 7 |
| Other University Assistance .....  | 7 |
| Service Available in Grand Rapids.....   | 7 |
| Counseling and Mental Health.....  | 7 |
| Medical Services.....  | 7 |
| Victim Advocacy and Legal Support.....   | 7 |
| Visa and Immigration Services .....  | 7 |
| Student Financial Aid .....  | 7 |

|  |    |
|--|----|
| Legal Aid.....   | 7  |
| Other University Assistance .....  | 7  |
| What to Do If You Have Been a Victim of Sexual Assault, Domestic Violence, Dating Violence, or Stalking8 |    |
| Seeking Medical Attention.....   | 8  |
| Sexual Assault Forensic Exams.....   | 8  |
| Preserving Evidence .....  | 8  |
| Reporting Procedures .....   | 9  |
| Confidentiality.....   | 9  |
| How & Whom to Report To .....  | 9  |
| Big Rapids Campus .....  | 10 |
| KCAD Campus.....   | 10 |
| Options about Involvement of Law Enforcement Authorities.....  | 10 |
| No-contact Orders & Personal Protection Orders .....   | 10 |
| Options to Proceed .....   | 11 |
| University Disciplinary Procedures .....   | 11 |
| Michigan Sexual Assault Victim’s Access to Justice Act, MCL 752.953.....                                 | 13 |
| Victim Notice Requirements .....   | 13 |

## Frequently Used Terms

**Victim:** The individual who is alleging to have been subjected to a sexual assault, stalking, or an act of domestic or detaining violence. In this document, the term “survivor” may be used interchangeably.

**Complainant:** Any person or group who submits a complaint alleging that a student violated the Ferris State University’s Student Code of Community Standards.

**Respondent:** A student who is alleged to have violated the Ferris State University’s Code of Student Community Standards.

**Support Person:** Any individual chosen by the complainant or respondent to provide support before, during, and after the University’s conduct conference process. This person may be an attorney, but at no point may this individual represent in place of the individual they are there to support.

**Conduct Case Manager:** Any University official who is authorized by the Director of Student Conduct to meet with students regarding alleged violations of the University’s Code of Student Community Standards, to recommend appropriate charges and sanctions, to serve as a part of the University Committee on Discipline process, and to monitor the completion of assigned educational and/or administrative sanctions.

**Sexual Assault:** Forcing or coercing an individual to engage in any non-consensual sexual contact or sexual penetration. Lack of consent is a crucial factor. Where force, threat of force, or coercion are involved, the victim has not consented. Furthermore, persons under the influence of drugs or alcohol may lose their ability to consent and persons of insufficient age and mental capacity also may not legally consent.

**Domestic Violence:** The occurrence of any of the following acts by a person that is not an act of self-defense: causing or attempting to cause physical or mental harm to a family or household member; placing a family or household member in fear of physical or mental harm; causing or attempting to cause a family or household member to engage in involuntary sexual activity by force, threat of force or duress; and/or engaging in activity toward a family or household member that would cause a reasonable person to feel terrorized, frightened, intimidated, threatened, harassed, or molested.

**Dating Violence:** A pattern of assaultive and controlling behaviors that one person uses against another in order to gain or maintain power in a relationship.

**Stalking:** A willful course of conduct involving repeated or continuing harassment of another individual that would cause a reasonable person to feel terrorized, frightened, intimidated, threatened, harassed, or molested.

**Criminal Sexual Conduct (CSC):** Survivor resistance is not a factor in assessing CSC and the law is gender neutral. There are four degrees of Criminal Sexual Conduct (CSC) under Michigan law and they cover a range of sexual contact and levels of force or intimidation:

First Degree Criminal Sexual Conduct:

1. Sexual Penetration (sexual intercourse, cunnilingus, fellatio, anal intercourse, any other intrusion of a body part or an object into genital or anal openings); and
2. One of the following circumstances:
  - a. Victim age is under 13
  - b. Victim age is 14, 15, or 16 and one of the following:
    - i. member of the same household
    - ii. related by blood or affinity
    - iii. assailant in position of authority over victim
  - c. Occurs during commission of another felony
  - d. Assailant is aided by another person, and one of the following:
    - i. victim incapacity (victim is mentally incapable, mentally incapacitated, and/or physically helpless)
    - ii. assailant uses force or coercion
  - e. Weapon involved
  - f. Force or coercion and personal injury (bodily injury, disfigurement, mental anguish, chronic pain, pregnancy, disease, or loss or impairment of a sexual or reproductive organ)
  - g. Personal injury and victim incapacity
  - h. Victim incapacity and one of the following:
    - i. related by blood or marriage
    - ii. assailant in position of authority over victim

#### Second Degree Criminal Sexual Conduct:

1. Sexual Contact (intentional touching of intimate parts or clothing covering intimate parts, for the purpose of sexual arousal or gratification) and
2. Any of the circumstances listed for 1st degree CSC

#### Third Degree Criminal Sexual Conduct:

1. Penetration (see definition under CSC 1), and
2. One of the following circumstances:
  - a. Victim age is 13, 14, or 15
  - b. Force or coercion
  - c. Victim incapacity

#### Fourth Degree Criminal Sexual Conduct:

1. Sexual Contact (see definition under CSC 2), and
2. One of the following circumstances:
  - a. Force or coercion
  - b. Victim incapacity
  - c. Assailant is employed by department of corrections in which victim is incarcerated

## Understanding Sexual Assault

Anyone, regardless of gender, racial background, sexual orientation, or education level can be a victim of sexual assault. It is not uncommon for victims of sexual assault to experience a range of emotions following an assault. These emotions can come and go and range in intensity, potentially going from one

extreme to another. There is no standard response to sexual assault and victims may experience a few, none, or all of the following range of emotions: shock and numbness; loss of control; fear; guilt and self-blame; isolation; vulnerability and distrust; sexual fears; anger; and disruption of daily activities.

Survivors of sexual assault may never forget their victimization, but you can heal with support from family, friends, or significant others. It is important to seek out support, and to take care of your emotional and physical health.

Recovery takes time. Patience and understanding are important in the recovery process. It is important to realize that many of your responses are normal even if they do not feel comfortable, that coping means different things to different people, and recognize that your assault will also affect others around you and that their reactions may vary.

## Understanding Domestic Violence and Dating Violence

Domestic and dating violence can be defined as a pattern of behavior in any relationship that is used to gain or maintain power and control over a partner. The various types of abuse are physical, sexual, emotional, economical, or psychological actions or threats of actions that influence another person. This includes any behaviors that frighten, intimidate, terrorize, manipulate, hurt, humiliate, blame, or injure someone. Domestic abuse often escalates from threats and verbal abuse to violence. And while physical injury may be the most obvious danger, the emotional and psychological consequences of domestic abuse are also severe. Domestic and dating violence can happen to anyone of any race, age, gender, sexual orientation, or religion. It can happen to couples who are married or not married, living together, separated, or dating. Victims can come from all socioeconomic backgrounds and educational levels.

Many victims of domestic or dating violence will feel as if they are worthless and that the violence is somehow their own fault. This could not be farther from the truth. Victims of violence are never to be blamed for the actions of their abusers. Many survivors of violence will feel a large host of emotions, including but not limited to, fear of the abuser, love for the abuser, guilt for wanting to leave the abuser, unworthiness, lack of confidence, and many other range of emotions.

Ending an abusive relationship is essential for healing, which may also include moving out of a dwelling from this person. Please seek as much help and guidance as possible during this time. Additionally, seeking comfort from family, friends, peers, and other healthy relationships is a great way to help kick-start healing. Viewing healthy relationships in one's life can help shed light on how negative a bad relationship can be. Strengthening healthy bonds can assist in the healing process, as it allows for someone to rely on and confide in.

Domestic violence and dating violence can make one feel helpless, powerless, and isolated. Healing takes time and support. Please seek out this support and help make healthy relationships grow.

## Understanding Stalking

The impact of stalking may vary according to the victim's characteristics, past experience, current circumstances, and what they know or do not know about the stalker, and the affects can be quite profound. Victims of stalking may suffer from fear, denial, confusion, self-doubt, frustration, guilt, embarrassment, self-blame, apprehension, fear of being alone, fear of leaving the house, and many other wide-ranging effects. These effects on mental health can also lead to a host of physical, social, work, and school issues.

To begin to work through these negative effects and to begin to recover, the following are recommendations that are applicable to all stalking situations: Have no contact with the stalker; tell the stalker in a safe setting with witnesses that there should be no further contact made; communicate to others what is happening; increase personal protection; and collect evidence. It is also essential to take the necessary precautions from being harassed on-line (commonly known as cyberstalking). In order to prevent cyberstalking, one should make sure that social media accounts are set to private, blocking the unwanted person, to ensure that they may have no contact.

Maintaining strong, supportive bonds with family, friends, peers, and significant others is extremely important when working through problems. They can help prevent harmful things from happening, while helping the victim to relax, have fun, and enjoy life. Most importantly, it is essential that one continue to strive for the same social, work, and school life that the victim had before. This helps to empower the stalking survivor, while lessening the hold the stalker has on the individual.

## Ferris State University Resources and Information for Victims of Sexual Assault, Domestic Violence, Dating Violence and Stalking.

The resources below are available to anyone affected by dating violence, domestic violence, sexual assault, and stalking:

### Services Available in Big Rapids

#### Counseling and Mental Health Services

Ferris State University Personal Counseling Center- 231-591 5968 (Enrolled Ferris State University Students Only)

**Hours:** Monday- Friday 8am-5pm

Encompass, LLC- 800-788-8630 (Ferris State University Employees Only)

Women's Information Services, Inc. (WISE) – 231-796-6600 (24 Hour Line)

Community Mental Health- (231) 796-5825

#### Medical Services

Spectrum Health Big Rapids Hospital – 231-796-8691

Ferris State University Birkam Health Center – 231-591-2614 (Enrolled Ferris State University Students Only)

#### Victim Advocacy and Legal Support

Women's Information Service, Inc. (WISE) – 231-796-6600 (24 Hour Line)

### Visa and Immigration Services

Justice For Our Neighbors, West Michigan – 616-301-7461

### Student Financial Aid

Ferris State University Office of Scholarship and Financial Aid – 231-591-2110

### Legal Aid

Legal Aid of Western Michigan – 616-774-0672

### Other University Assistance

Should you request a change in accommodations, class schedules, employment, transportation or other protective measures, contact the Kevin Carmody, Title IX Coordinator at 231-591-2088. The Department of Public Safety can also assist in coordinating these requests. Support services (if reasonably available) can be provided regardless of whether you choose to report the crime to campus or other law enforcement.

### Service Available in Grand Rapids

#### Counseling and Mental Health

Counseling at Kendall College of Art and Design – 616-451-2787 Ext. 1136

YWCA of West Central Michigan- (616) 776-7273 (24 Hour Line)

Encompass, LLC- 800-788-8630 (Ferris State University Employees Only)

#### Medical Services

Butterworth Hospital – 616-391-1774

YWCA of West Central Michigan- (616) 776-7273 (24 Hour Line)

#### Victim Advocacy and Legal Support

YWCA of West Central Michigan- (616) 776-7273 (24 Hour Line)

### Visa and Immigration Services

Justice For Our Neighbors, West Michigan – 616-301-7461

### Student Financial Aid

Ferris State University Office of Scholarship and Financial Aid – 231-591-2110

Kendall College of Art and Design Financial Aid – 616-451-2787

### Legal Aid

Legal Aid of Western Michigan – 616-774-0672

### Other University Assistance

KCAD students may call the Dean of Student Success at 616-451-2787 for any accommodation changes. Support services (if reasonably available) can be provided regardless of whether you choose to report the crime to campus or other law enforcement.

# What to Do If You Have Been a Victim of Sexual Assault, Domestic Violence, Dating Violence, or Stalking

## Seeking Medical Attention

If you have been the victim of an assault or may need medical attention, call 911 or go to a local emergency room as soon as possible, regardless of whether or not you intend to report an assault to the police or University officials. Seek medical attention quickly to determine and document any physical injuries you may have sustained.

## Sexual Assault Forensic Exams

You can (but are not required to) have a sexual assault medical forensic exam conducted and evidence collected even if you do not want to participate in the criminal justice system or cooperate with law enforcement. A forensic exam is used to evaluate your health care needs, determine treatment for any injuries, and collect evidence for potential use for a criminal investigation. You can choose to participate in parts of the exam and can ask the health care provider to stop at any time. These exams can usually be conducted up to four days after a sexual assault. You do not have to talk with the police or make a police report in order to have the exam done or paid for. Additionally, you should never be billed or pay for the medical forensic exam. Your health care insurance may be billed for the exam, but if you believe billing your insurance will interfere with your personal privacy or safety, the health care provider can bill the State of Michigan for the exam.

## Preserving Evidence

Even if you have no immediate intention to report the incident to the police, preserving evidence will be important in case you later decide to press criminal charges or pursue University disciplinary action against another person. If you have been sexually assaulted, it is best if you avoid bathing, showering, urinating, brushing your teeth, washing your hands, washing or changing your clothes or bedding, and eating or drinking until evidence is collected. Do not clean up or move items where the assault occurred. If you change clothes, carefully place all clothing worn at the time (or bedding) into a paper (not a plastic) bag to take to the hospital when seeking treatment, or to the police for investigation purposes. If you are still wearing the clothes that you were wearing during the assault, you should bring a change of clothes with you to the hospital so that the clothes containing possible evidence can be preserved and examined for evidence of the incident.

If you believe you have been drugged, traces of the drug may still be detected for up to 96 hours after ingestion (depending on dosage and individual metabolism). Evidence collection is best if done immediately following an assault. The more time that passes between the sexual assault and medical collection of evidence, the less likely is it that the evidence will be useful in the prosecution of a criminal or University disciplinary case.

It might be helpful for you to immediately write down everything you can remember about the incident, including what the assailant looked like (especially if the assailant is unknown to you); any noticeable signs of intoxication; anything the assailant(s) said during the assault; and what kind of sexual activities were demanded and/or carried out. Writing it down will not only aid you in recalling details should you choose to report, it also can be empowering as it allows you an element of control in a situation where control had previously been taken away.

In addition to the tips listed above, evidence of violence, such as bruising or other visible injuries, following an incident of sexual assault, or domestic or dating violence, should be documented by taking a photograph at the time of the incident and each day (to document change in bruising). Evidence of stalking, including any communications such as written notes, email, voice mail, or other electronic communications sent by the stalker, should be saved and not altered in any way. Those who are experiencing stalking are encouraged to create a chronological log/timeline of each event (when/if possible).

## Reporting Procedures

The reporting of an incident of sexual assault, domestic violence, dating violence, or stalking is voluntary. A person who believes they have experienced sexual assault, domestic violence, dating violence, or stalking has the right to refuse to report it to the police; however, some employees may be required to report information to the University's Title IX Coordinator.

## Confidentiality

It is the goal of University officials to treat victims with courtesy, sensitivity, understanding, and professionalism. Your personally identifiable information will not be released to the public, and confidentiality of your records will be consistent with federal and state laws, and University policies.

If you request that your name not be disclosed to the accused person or that the University not investigate or take disciplinary action against the accused person, University officials will carefully consider your request and honor it if possible. If the University determines that it cannot keep your report private, all reasonable steps will still be taken to respond to your complaint consistent with your request. Housing changes or other protective measures will be provided to you, to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

Any request for private reporting can be withdrawn to investigate your report fully and take appropriate action.

Ferris State University encourages survivors of sexual violence to seek support and talk to someone about what occurred. To that end, it is important to clarify that there are differing roles and expectations regarding individuals who may provide confidentiality of the information shared by you. The following may provide confidentiality when reporting: licensed counselors through the Personal Counseling Center; licensed physicians in the Birkam Health Center; and staff who volunteer or work in the Personal Counseling Center or Birkam Health Center. However, if it is determined that there exists an immediate threat to the institution or community, there may be a duty to warn.

It is important to note that when reporting to an individual who is able to grant confidentiality, there should be no expectation that the University will conduct an investigation or pursue any disciplinary action.

## How & Whom to Report To

Ferris State University has identified the following positions as a "Reporting Official," in addition to the Department of Public Safety and the Title IX Coordinator, for reporting sexual violence at the University: Office of Student Conduct; Director of Housing & Residence Life; Vice President for Student Affairs; Director of the Center for Leadership, Activities, and Career Services; Athletic Director; Academic Affairs leadership which includes the Provost & Vice President for Extended & International Operations, and

Academic Deans; and the Vice President for Administration & Finance. All coaches, advisors of registered student organizations, University Center or extra-curricular activities' advisors or directors, all residence hall staff, and all employee supervisors are also reporting officials. Inclusive of the above mentioned, the following are options for reporting:

### Big Rapids Campus

Ferris State University Department of Public Safety (Criminal Complaint) - (231) 591-5000

Ferris State University Title IX Coordinator (Civil Complaint) – (231) 591-2088

Ferris State University Personal Counseling Center (Confidential) – (231) 591-5968

### KCAD Campus

KCAD Reception/Security Desk – (616) 451-2787

Grand Rapids Central Dispatch (Criminal Complaint) – (616) 459-3400

Kent County Sheriff's Department (Criminal Complaint) – (616) 732-7100

KCAD Counseling & Disability Services and Student Engagement (Confidential) – (616) 451-2787

Ferris State University Title IX Coordinator (Civil Complaint) – (231) 591-2088

Ferris State University is required to investigate allegations of sexual violence to ensure that an appropriate course of action is being taken to provide a safe environment for all students involved. The University will respond to all reports of sexual violence in a timely and equitable manner. The Title IX Coordinator will designate a University Official to investigate the allegations as appropriate while also following Title IX requirements. The investigator will make available to the victim and alleged perpetrator, a variety of support services located both at Ferris State University and in the local community.

### Options about Involvement of Law Enforcement Authorities

Victims of sexual assault, domestic assault, dating violence, or stalking have the option to: notify proper law enforcement authorities, including on-campus and local police; be assisted by campus authorities in notifying law enforcement authorities if the victim so chooses; and decline to notify such authorities.

If you decline to report an incident, but the incident becomes known to law enforcement, and a credible threat exists to the campus community, information about the incident may be shared, excluding identifying information about the victim.

### No-contact Orders & Personal Protection Orders

The University can require that the respondent (if a student), or their associates of the incident, has no contact with you.

A personal protection order (PPO) is a court order to stop threats or violence against you. A PPO can help protect you from someone who is threatening, hurting, or harassing you. You can get a PPO if you have a reasonable fear for your personal safety. Forms to request a PPO can be found through the Michigan Courts website at: <http://courts.michigan.gov/Administration/SCOA/Forms/Pages/Personal-Protection.aspx>

The Ferris State University Department of Public Safety Officers can assist you in the process of obtaining a Personal Protection Order. KCAD students may go directly to the Grand Rapids Police department to request a PPO. KCAD staff will assist students in this process if requested.

### Options to Proceed

Once an incident has been reported, it will be thoroughly investigated and you will be given the opportunity to provide direction on how you would like the complaint to proceed. You may choose any of the four following options:

Option #1: You may file criminal charges against a suspect. In doing so, the police will deliver a copy of the police report to the appropriate County Prosecutor's Office and the Prosecutor will either issue an arrest warrant and the suspect(s) will be arrested and processed through the criminal court system; deny the arrest warrant due to lack of evidence to prove the elements of the crime; or request additional investigation.

Option#2: You, police, or any person may refer the suspect to the Office of Student Conduct for University disciplinary action. The Office of Student Conduct will proceed as outlined in Ferris State University's Code of Student Community Standards.

Option #3: A combination of both options #1 and #2 where you may file criminal charges as well as request the alleged suspect be referred to the Office of Student Conduct for University disciplinary action.

Option #4: You may request that no criminal or University disciplinary actions be filed against the alleged suspect and may simply request a report of the incident for future reference. The University does retain the right to pursue criminal and/or University disciplinary actions and may engage in appropriate investigatory processes where concern exists for conduct threatening the personal safety or well-being of the University community, with or without the Complainant's participation

### University Disciplinary Procedures

The University will respond to all reports of sexual violence in a timely and equitable manner. One of our many goals of investigating an allegation is to gather all the facts that will help guide us to an appropriate response and outcome. The University will make every reasonable effort to conclude its investigation and subsequent resolution within 60 days of notice provided to the University.

The Title IX Coordinator will designate a University Official to investigate the allegations as appropriate while also following Title IX requirements. The investigator will make available to the complainant and alleged student a variety of support services located both at Ferris State University and in the local community.

Once forwarded initial details regarding an incident from the University Title IX Coordinator, the Title IX investigator will attempt to make contact with you, the respondent and any appropriate witnesses in order to gather any and all relevant information regarding the alleged incident. Both you and the respondent will have the opportunity to provide information in person and/or in writing. The Title IX investigator will follow-up for additional information when necessary, but will seek to limit contact in order to avoid re-victimization and maintain privacy to the greatest degree possible.

At the conclusion of the investigation, the Title IX investigator will forward all relevant case information to the Office of Student Conduct for review, and if appropriate, the implementation of a formal conduct process.

If the Title IX investigation determines there is insufficient information to implement a formal conduct process, you and the respondent will be notified. This is not a formal determination of responsibility, and does not preclude the possibility of future conduct proceedings if new relevant information is provided.

If it is determined there is enough information to implement a formal conduct process, the Office of Student Conduct will notify you that a conduct conference is to be scheduled. You may provide additional information, including a victim impact statement, to be utilized during the conduct conference with a conduct case manager.

If a formal conduct process is appropriate, the respondent will be notified and scheduled. The respondent will be provided at least three days to review all relevant information which will be utilized during the conduct conference.

At the conclusion of the conduct conference, the conduct case manager (and secondary conduct case manager, if present) will make a determination on the level of responsibility based on the totality of information available at the time of the conduct conference. Both you and the respondent will receive simultaneous notification of the outcome.

If found responsible, the Code of Student Community Standards allows the flexibility of sanctioning to include a range from an administrative warning to permanent dismissal from the institution. In cases involving sexual violence, the University cannot tolerate violence in its community and therefore it is common for those found responsible to be separated from the University. Ultimately, the goal is to eliminate the hostile environment, address the effects of the behavior, and seek to prevent any recurrence.

Once a determination of responsibility has been reached, BOTH you and the respondent will have equal opportunity to appeal, subject to standard appeal eligibility requirements. Appeals are typically heard based on alleged failure to provide adequate due process, substantive new evidence not available at the time of the initial investigation/hearing, or based on the severity (or lack of severity) of the sanction applied.

Appeals should be directed to the Office of Student Conduct for processing. Appeals will be reviewed by the Vice President of Student affairs or his/her designee. Both you and the respondent will be notified that the appeal has been received, if the appeal has been accepted, and if applicable, any amendments to the charges or sanctions. Once an appeal has been processed by the appellate officer, the decision is final and there will be no further opportunity for appeal.

You may request alternative accommodations to participate at any point in the process without being required to come in contact with the accused.

# Michigan Sexual Assault Victim's Access to Justice Act, MCL 752.953

## Victim Notice Requirements

### Information for all Crime Victims

1. You may be eligible for crime victim's compensation benefits. To apply, fill out an application available from the **Crime Victim Services Commission at (517) 373-7373**.
2. If you would like to be notified of an arrest in your case or the release of the person arrested or both, you should call Ferris State University Department of Public Safety at (231) 591-5000 and inform them.
3. If you are not notified of an arrest in your case, you may call this law enforcement agency at (231) 591-5000 for the status of the case.
4. You can contact **the Mecosta County Prosecutors Office at (231) 592-0141** to obtain information about victim's rights.

Ferris State University Department of Public Safety  
1319 Cramer Circle  
Big Rapids, MI 49307  
(231) 591-5000

Mecosta County Prosecutors Office  
400 Elm Street  
Suite 206  
Big Rapids, MI 49307  
(231) 592-0141

**Crime Victim's Services Commission**  
P.O. Box 30026, Lansing, MI 48909  
(517) 373-7373

### Information for Victims of Sexual Assault

1. You can have a sexual assault medical forensic examination and have evidence collected using a sexual assault evidence kit even if you do not want to participate in the criminal justice system or cooperate with law enforcement.
2. You cannot be billed for the cost of administrating the sexual assault evidence kit. If you receive a bill for these services, contact the Michigan Crime Victim Services Commission at 517-373-7373.
3. You have the right to ask the investigating law enforcement agency for the contact information for the detective or investigating officer assigned to the case, the current status of the case, whether the case has been submitted to the prosecuting attorney for review, and whether the case has been closed and the documented reason for closure.
4. If you had a sexual assault evidence kit collected and released to law enforcement, you have a right to ask the investigating law enforcement agency for the following information: when the sexual assault evidence kit was sent to a forensic laboratory for testing; whether a DNA profile was obtained from the sexual assault evidence kit; whether a DNA profile was entered into CODIS; and whether a DNA profile resulted in a CODIS hit.
5. Your legal rights include the right to go to court and file a petition requesting a personal protection order (PPO)/ restraining order to protect you from the perpetrator. The PPO could order the perpetrator not to have contact with you and include other specific conditions.

# Michigan Police Department

## Rights and Resources for Victims of Sexual Assault

|                    |              |
|--------------------|--------------|
| Responding Officer | Badge Number |
|                    |              |
| Responding Officer | Badge Number |
|                    |              |
| Incident Number    |              |
|                    |              |

### Resources

**Emergency Medical Services**

Big Rapids Hospital:  
605 Oak Street  
Big Rapids, MI 49307  
(231) 796-8691

**Sexual Assault Medical Forensic Examination**

YWCA West Central Michigan:  
25 Sheldon Blvd  
Grand Rapids, MI 49503  
(616) 459-4681

**Sexual Assault Crisis Programs**

Women’s Information Service, Inc (WISE):  
231-796-6600 (24 Hour Line)  
National Sexual Assault Hotline: 800-656-HOPE (4673)

**Domestic Violence Programs**

Women’s Information Service, Inc (WISE):  
231-796-6600 (24 Hour Line)  
National Domestic Violence Hotline: 800-799-SAFE (7233)

Information about emergency shelter, counseling services, and the legal rights of domestic violence and sexual assault victims is available from these resources.

**Other Victim Resources**

Ferris State University Title IX Coordinator:  
Kevin Carmody  
University Center 129  
(231) 591-2088