Appendix E: Title IX Policy Governing Employees and Students

SEX-BASED DISCRIMINATION & HARASSMENT

As reflected in our Mission Statement and Commitment to Excellence, the School of Law strives to make this a special place to work and learn with an atmosphere of mutual respect and professionalism. As employees and students of the Law School, we all have a responsibility to live up to our values by creating an atmosphere every day in which each person knows that he/she is valued as an individual and treated with respect and professionalism. This policy is a reflection of our vision and our commitment to complying with all laws governing discrimination and harassment.

I. DISCRIMINATION

Discrimination is defined as the unfair treatment of a person or group based on perceived or real characteristics. The School of Law is committed to an environment that encourages the fair, humane, and beneficial treatment of all persons. The School of Law is committed to equal opportunity in the application, admission, participation, operation, and treatment of employees, students and guests, and prohibits discrimination based on race, color, sex, age, religion, national origin, height, weight, marital status, pregnancy or parental status, sexual orientation, handicap unrelated to ability to perform one’s job, military status, or any other classes protected by law. Additionally, it is the policy of the School of Law to provide an environment for prospective employees and students and other third parties, to include contract employees, free of harassment and discrimination. It is expected that all members of the School of Law community will consider themselves responsible for proper observance of this policy. Harassment is a form of discrimination and is any action that may reasonably be expected to threaten, coerce or intimidate an individual or class of people.

Further, the School of Law does not condone and will not tolerate sexual misconduct or sexually exploitative or harassing behavior of any kind. Our community is committed to creating and maintaining an environment that is not only free of sexual misconduct, but which promotes a healthy spirit of responsibility, dignity and respect in matters of sexual conduct. Charleston School of Law employees and students share an ethical tradition of abiding by the highest moral standards, taking responsibility for their actions, and treating people with integrity and respect.

II. COORDINATION WITH THE ANTI-HARASSMENT AND NON-DISCRIMINATION POLICY AND FULL-TIME FACULTY HANDBOOK

The School of Law has created this campus wide policy specifically to address sex-based discrimination impacting students, employees and third parties and to provide equity in process to complainants and respondents.

The School of Law recognizes that harassment related to an individual’s sex, sexual orientation, and gender expression may also be tied to other forms of harassment and discrimination and may also be directed at the individual based on their age, ethnicity, religion or other protected status. This policy does not supersede the School of Law’s Anti-Harassment and Discrimination policy.
or Faculty Handbook, but rather supports them. When discrimination is alleged that is directed at an individual based on both their sex and another protected class, resolution of the complaint will include a coordinated effort in investigation and resolution between the policies.

The procedures outlined in this policy for resolution of complaints of sexual misconduct apply to investigation and adjudication of student and employee sexual misconduct complaints. All other complaints of student or employee misconduct not meeting the definitions described in this policy will follow the procedures outlined in the Law Student Handbook’s Code of Conduct or the respective employee handbook. All complainants and respondents, regardless of their status as students, faculty or staff, will be informed simultaneously and in writing of the outcome of the complaint (to include the rationale for the finding and the associated sanction or employee action taken because of a finding of responsibility under this policy) and will be afforded the opportunity to appeal, if appellate criteria are met, as outlined in this policy.

III. STATEMENT OF PROHIBITION AND JURISDICTION

As a recipient of federal funds, the School of Law is required to comply with Title IX of the Education Amendments of 1972, U.S.C. § 1681 et seq. (“Title IX”) which prohibits discrimination on the basis of sex in educational programs or activities. Sexual Misconduct, as defined herein, is a form of discrimination prohibited by Title IX. The School of Law has updated this policy (February 1, 2017) to reflect the changes to the Clery Act as amended by the 2013 Reauthorization of the Violence Against Women Act and the 2013 South Carolina Campus Sexual Assault Information Act as we currently understand them.

This Policy applies to all on-campus conduct and some off-campus conduct, described below. The School of Law strongly encourages reports of sexual misconduct regardless of location and regardless of when the misconduct is reported to have occurred. Even if the policy does not apply to the conduct because of its location, the School of Law will take prompt action to provide for the safety and well-being of the Complainant and the broader campus community.

On-Campus Conduct. This policy applies to conduct that occurs on-campus, including conduct which occurs on property owned or controlled by CSOL.

School of Law Programs. This policy applies to conduct that occurs in the context of Law School employment or education programs or activities.

Off-Campus Conduct. This policy applies to conduct that occurs off-campus and has continuing adverse effects on, or creates a hostile environment for, any member of the Law School community on-campus or in any Law School employment or education program or activity.

IV. DEFINITIONS

There are many terms used in this policy, which are defined in this section.

A “complainant” is someone who is alleging being harmed by an act of Sexual Misconduct. The terms accuser, victim and survivor are used interchangeably in this policy to refer to the complainant based on what is being discussed.
A “respondent” is the person who is alleged to have engaged in the harming conduct. The terms offender and accused are also used interchangeable in this policy to refer to the respondent depending on what is being discussed.

“Parties” is a term used to collectively refer to complainants and respondents.

A “party” is the complainant or respondent.

A “student” is a person who is enrolled in courses at the School of Law.

A “witness” is a person who is believed to have knowledge of the misconduct.

“Sexual Misconduct” is an umbrella term used to refer to a variety of prohibited acts and includes the following specific forms as defined in this section:

1. Sexual Harassment and Gender-Based Harassment
2. Sexual Assault
   a. Non-Consensual Sexual Contact (or attempts to commit same)
   b. Non-Consensual Sexual Penetration (or attempts to commit same)
3. Sexual Exploitation
4. Stalking
5. Intimate Partner Violence
   a. Dating Violence
   b. Domestic Violence

1. Sexual Harassment and Gender-Based Harassment

As used in this policy, sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal, non-verbal or physical conduct of a sexual nature.

Generally speaking, harassment can be divided into two types of conduct:

1. **Quid Pro Quo Harassment.** Submission to or rejection of such conduct is made, either explicitly or implicitly, a term or condition of an individual’s employment, academic standing, or participation in any aspect of a School of Law program or activity or is used as the basis for decisions affecting the individual.

2. **Hostile Environment.** A hostile environment exists when the conduct is sufficiently severe, pervasive, or persistent that it unreasonably interferes with, limits, or deprives an individual from participating in or benefiting from CSOL’s education or employment programs and/or activities. Whether conduct is sufficiently severe, pervasive, or persistent is determined both from a subjective and objective perspective.
Harassing conduct can take many forms. The determination of whether an environment is hostile is based on the totality of the circumstances, including but not limited to: (1) the frequency of the conduct; (2) the nature and severity of the conduct; (3) whether the conduct was physically threatening; (4) the effect of the conduct on the complainant’s mental or emotional state, with consideration of whether the conduct unreasonably interfered with the complainant’s educational or work performance and/or School of Law programs or activities; (5) whether the conduct was directed at more than one person; (6) whether the conduct arose in the context of other discriminatory conduct; and (7) whether the conduct implicates concerns related to academic freedom or protected speech.

A single isolated incident may create a hostile environment if the incident is sufficiently severe, particularly if the conduct is physical. A single incident of Sexual Assault, for example, which is the most egregious form of sexual harassment, may be sufficiently severe to constitute a hostile environment. In contrast, the perceived offensiveness of a single verbal or written expression is typically not sufficient to constitute a hostile environment.

“Gender-Based Harassment” is harassment based on sex, sexual orientation, gender identity, or gender expression, which may include acts of aggression, intimidation, or hostility, whether verbal, physical, graphic, or otherwise. To qualify as Gender-Based Harassment, the conduct need not involve conduct of a sexual nature.

**Sexual and Gender-Based Harassment:**

- May be blatant and intentional and involve an overt action, a threat or reprisal, or may be subtle and indirect, with a coercive aspect that is unstated.

- May be committed by anyone, regardless of gender, age, position or authority. While there is often a power differential between two persons, perhaps due to differences in age, social, educational or employment relationships, harassment can occur in any context.

- May be committed by a stranger, an acquaintance, or someone with whom the complainant has an intimate or sexual relationship.

- May be committed by or against an individual or may be a result of the actions of an organization or group.

- May occur by or against an individual of any sex, sexual orientation, gender identity, or gender expression.

- May occur in the classroom, in the workplace, in residential settings, or in any other setting.

- May be a one-time event or can be part of a pattern of behavior.

- May be committed in the presence of others or when the parties are alone.
• May affect the complainant and/or third parties who witness or observe harassment and are affected by it.

Examples of conduct that may constitute Sexual Harassment as defined above may include a severe, persistent or pervasive pattern of unwelcome conduct that includes one or more of the following:

• **Physical conduct**, including unwelcome touching, sexual/physical assault, impeding, restraining, or blocking movements, or unwanted sexual advances

• **Verbal conduct**, including making or using derogatory comments, epithets, slurs or humor; verbal abuse of a sexual nature, graphic verbal commentaries about an individual’s body, sexually degrading words used to describe an individual, suggestive or obscene letters, notes, or invitations; or objectively offensive comments of a sexual nature, including persistent or pervasive sexually explicit statements, questions, jokes, or anecdotes

• **Visual conduct**, including leering, making sexual gestures, displaying of suggestive objects or pictures, cartoons, or posters in a public space or forum; or severe, persistent, or pervasive visual displays of suggestive, erotic, or degrading sexually oriented images that are not pedagogically appropriate.

• **Written conduct**, including letters, notes or electronic communications containing comments, words, or images described above

• **Quid pro quo conduct**, including direct propositions of a sexual nature between those for whom a power imbalance or supervisory or other authority relationship exists; offering educational or employment benefits in exchange for sexual favors; making submission to sexual advances an actual or implied condition of employment, work status, promotion, grades, or letters of recommendation, including subtle pressure for sexual activity, an element of which may be repeated requests for private meetings with no academic or work purpose; or making or threatening reprisals after a negative response to sexual advances

*Academic Freedom and Sexual Harassment provision:* This policy is consistent with the School of Law’s commitment to academic freedom and free speech. This commitment requires that the Law School not abridge community members’ expression of ideas in their teaching, learning, and research, including advocacy that may be controversial, provocative, or unpopular. This protection extends to the expression of ideas, however controversial, in the classroom and other campus-related activities. It must be recognized, however, that this protection has its limits. This policy defines those limits, and conduct which is found to be “harassing” is not consistent with the Law School’s commitment to academic freedom and free speech. No member of the community may escape responsibility for engaging in harassing conduct merely by labeling the conduct as “speech” or other expressive activity.
2. Sexual Assault

Sexual assault is sexual harassment of a physical nature. One single incident of sexual assault is sufficiently serious to warrant investigation and resolution if it is deemed to create a continuing hostile environment on campus or in the programs or activities associated with the School of Law. Sexual Assault is broken down into two subsets of non-consensual sexual contact (or attempts to commit same) and non-consensual sexual penetration (or attempts to commit same) as further defined below.

a. Non-Consensual Sexual Contact (or attempts to commit same)

Non-Consensual Sexual Contact means any intentional sexual touching or contact, without consent, of the breasts, groin, buttocks or genitals of another, no matter how slight, regardless of the relationship of the parties.

Non-Consensual Sexual Contact includes a variety of behaviors that create a hostile environment. It includes acts like some of the following if unwelcome:

- Hugging, kissing, groping, stroking someone, or the like
- Touching someone’s intimate parts, to include breasts, buttocks, groin area or genitals
- Placing your intimate parts on any part of another person’s body or causing that person to put their intimate parts on you, or directing a third party to do so

b. Non-Consensual Sexual Penetration (or attempts to commit same)

Non-Consensual Sexual Penetration means vaginal or anal penetration by a penis or object, no matter how slight, or mouth to genital contact that is by force or threat of force, without consent, with a person who is under the statutory age of consent as defined in South Carolina law, or occurs when an individual is incapacitated and could not have provided consent.

3. Sexual Exploitation

Sexual Exploitation occurs when one person takes a non-consensual or abusive sexual advantage of another for his or her own benefit and the behavior does not fit into one of the previously mentioned categories.

Examples of sexual exploitation include:

- Prostituting another person
- Recording or subsequently disseminating audio, video or photographic images of nudity or sexual acts without the consent of the other party
- Exposing of the genitals in non-consensual circumstances
- Inducing incapacitation for the purposes of making another person vulnerable to non-consensual sexual contact or penetration
- Knowingly transmitting HIV or a sexually transmitted infection (STI) to another person
4. **Stalking**

Stalking means engaging in a course of conduct directed at a specific person that would cause a reasonable person to—(a) fear for his or her safety or the safety of others; or (b) suffer substantial emotional distress.

A *course of conduct* consists of two or more acts, including, but not limited to, acts in which a person directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about another person, or interferes with another person’s property.

*Reasonable person* means a reasonable person under similar circumstances and with similar identities to the complainant.

*Substantial emotional distress* means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

Cyber-stalking is a particular form of stalking in which electronic media such as the internet, social networks, blogs, cell phones, texts, or other similar devices or forms of contact are used.

Examples of stalking include:

- Repeated, unwanted, and/or intrusive communications from the offender via telephone, text, email or in-person
- Gathering of information about a person from family, friends, co-workers, and/or classmates
- Following or lying in wait for a person at home, school, work, or other locations frequented by the person
- Posting information or spreading rumors about a person on the internet (social media, postings, instant messages, or by postings of pictures or other information onto websites), in a public place, or by word of mouth
- Damaging or threatening to damage a person’s property
- Repeatedly sending flowers or other unwanted gifts to a person

5. **Intimate Partner Violence:**

Intimate Partner Violence includes any act of violence or threatened act of violence against a person who is, or has been involved in a sexual, dating, spousal, domestic, or other intimate relationship with the respondent. The School of Law will not tolerate Intimate Partner Violence of any form.

Intimate Partner Violence is often referred to as dating violence, domestic violence, or relationship violence. Intimate Partner Violence can encompass a broad range of behavior including, but not limited to, physical violence, sexual violence, psychological and/or emotional violence, and economic abuse. It may involve one act or an ongoing pattern of behavior. Intimate Partner Violence may take the form of threats, assault, property damage, violence or threat of violence to one’s self, one’s sexual or romantic partner, to pets, or to the family members or friends of the sexual or romantic partner. Intimate Partner Violence often includes offenses defined in this policy.
as sexual assault or stalking, which occur in concert with other forms of psychological, economic or other abuse. Intimate Partner Violence affects individuals of both sexes, sexual orientations, gender identities, gender expressions, races and social and economic backgrounds.

a. Dating Violence

Dating Violence means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. Whether such a relationship exists or existed will be determined based on a consideration of the following factors:

   a. The length of the relationship.
   b. The type of relationship.
   c. The frequency of interaction between the persons involved in the relationship.

Examples of dating violence include behaviors that intimidate, frighten, isolate, or injure if committed by someone in a romantic or intimate relationship.

b. Domestic Violence

Domestic Violence includes violence or threats of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person cohabitating with or has cohabitated with the victim as a spouse, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction.

Other key terms used in this policy include the following:

“Consent” means words or actions that communicate approval of sexual activity taking place between the parties. Consent to one activity does not automatically imply consent to other forms of sexual activity and must be made in the absence of coercion, intimidation or physical force (threatened, actual or implied) of any kind. Silence in and of itself cannot be interpreted as consent. In addition, persons who are incapacitated due to alcohol or drugs cannot give consent. Consent to one form of sexual contact does not constitute consent to all forms of sexual contact, nor does consent to sexual activity with one person constitute consent to activity with any other person. Each participant in a sexual encounter must consent to each form of sexual contact with each participant. Even in the context of a current or previous intimate relationship, each party must consent to each instance of sexual contact each time. The consent must be based on mutually understandable communication that clearly indicates a willingness to engage in sexual activity. The mere fact that there has been prior intimacy or sexual activity does not, by itself, imply consent to future acts.

Of important note, an individual who does not physically resist or verbally refuse sexual activity is not necessarily giving consent. Relying solely upon non-verbal communication can lead to a false conclusion as to whether consent was sought or given as does “accepting” consent from someone you know, or reasonably should know, is not capable of providing consent due to their age or their level of intoxication.
**Consent may be withdrawn by any party at any time.** Recognizing the dynamic nature of sexual activity, individuals choosing to engage in sexual activity must evaluate consent in an ongoing manner and communicate clearly throughout all stages of sexual activity. Withdrawal of consent can be an expressed “no” or can be based on an outward demonstration that conveys that an individual is hesitant, confused, uncertain, or is no longer a mutual participant (someone who is not actively reciprocating sexual activity.) Once consent is withdrawn, the sexual activity must cease immediately and all parties must obtain mutually expressed or clearly stated consent before continuing further sexual activity (less duress, coercion or force as previously mentioned.)

“**Force**” is the use or threat of physical violence to overcome an individual’s freedom of will to choose whether or not to participate in sexual activity or provide consent. Consent obtained by force is not valid.

For the use of force to be demonstrated, there is no requirement that a complainant resist the sexual advance or request. However, evidence of resistance by the complainant will be viewed as a clear demonstration of a lack of consent.

“**Intimidation**” is the use of implied threats to overcome an individual’s freedom of will to choose whether or not to participate in sexual activity or provide consent. Consent obtained by intimidation is not valid.

“**Coercion**” is the improper use of pressure to compel another individual to initiate or continue sexual activity against that individual’s will. Consent obtained through coercion is not valid.

Coercion can include a wide range of behaviors, including manipulation, threats, and blackmail. A person’s words or conduct are sufficient to constitute coercion if they wrongfully impair another individual’s freedom of will and ability to choose whether or not to engage in sexual activity. Examples of coercion include threatening to “out” someone based on sexual orientation, gender identity, or gender expression and threatening to harm oneself if the other party does not engage in the sexual activity. When someone indicates, verbally or physically, that they do not want to engage in a particular sexual activity, that they want to stop a particular activity, or that they do not want to go past a certain point of sexual interaction, continued activity or pressure to continue beyond that point can be coercive. The School of Law will evaluate the following in determining whether coercion was used: (a) the frequency of the application of pressure, (b) the intensity of the pressure, (c) the degree of isolation of the person being pressured, and (d) the duration of the pressure.

“**Incapacitation**” is a state where an individual cannot make an informed and rational decision to engage in sexual activity because of a lack of conscious understanding of the fact, nature, or extent of the act (e.g., to understand the who, what, when, where, why, or how of the sexual interaction) and/or is physically helpless. For example, an individual is incapacitated, and therefore unable to give consent, if the individual is asleep, unconscious, or otherwise unaware that sexual activity is occurring. An individual will also be considered incapacitated if the person cannot understand the nature of the activity or communicate due to a mental or physical condition, no matter temporary or permanent. Incapacitation may result from the use of alcohol, drugs, or other medication.
Consumption of alcohol or other drugs alone is insufficient to establish incapacitation. The impact of alcohol and drugs varies from person to person, and evaluating incapacitation requires an assessment of how the consumption of alcohol and/or drugs impacts an individual’s: (1) decision-making ability; (2) awareness of consequences; (3) ability to make informed judgments; or (4) capacity to appreciate the nature and scope of the act.

It shall not be a valid excuse that the respondent believed that the complainant consented to the sexual activity if the respondent knew or reasonably should have known that the complainant was unable to consent to the sexual activity under any of the following circumstances: (a) the complainant was asleep or unconscious; (b) the complainant was incapacitated due to the influence of drugs, alcohol, or medication, so that the complainant could not understand the fact, nature, or extent of the sexual activity; (c) the complainant was unable to communicate due to a mental or physical condition.

Whether the respondent reasonably should have known that the complainant was incapacitated will be evaluated using an objective reasonable person standard. The fact that the respondent was unaware of the complainant’s incapacity is irrelevant to this analysis, particularly where the respondent’s failure to appreciate the complainant’s incapacitation resulted from the respondent’s failure to take reasonable steps to determine the complainant’s incapacitation or where the respondent’s own use of alcohol or drugs caused the respondent to misjudge the complainant’s incapacity.

It is the responsibility of each party to be aware of the intoxication level of the other before engaging in sexual activity. In general, sexual activity while under the influence of alcohol or other drugs poses a risk to all parties. If there is any doubt as to the level or extent of the other individual’s intoxication, it is safest to forgo or cease any sexual contact or activity. Being intoxicated by drugs or alcohol is no defense to any violation of this policy and does not diminish one’s responsibility to obtain consent.

V. RETALIATION

The School of Law prohibits retaliation against any individual who, in good faith, complains of a violation of the School of Law’s Sexual Misconduct Policy or assists by providing information about an allegation of discrimination, including a complaint of sexual misconduct. The School of Law considers an act of retaliation against a complainant or witness a separate violation of this policy and will be adjudicated as such.

VI. POLICY ON CONSENSUAL RELATIONS BETWEEN FACULTY AND STUDENTS AND EMPLOYEES AND SUBORDINATES

The School of Law has no formal policy on consensual relationships between faculty and students; however, romantic or intimate relationships between employees and students and between supervisors and their subordinates with whom they have an academic or supervisory relationship with are fraught with the potential for abuse and are discouraged. Similarly, romantic or intimate relationships between an employee and his or her subordinate compromises the School of Law’s ability to enforce its policy protecting persons from sexual harassment. There are power differentials that exist between faculty and their students and employees and their bosses. Thus, relationships that begin as consensual can later be determined to be non-consensual. Consequently, the School of Law does not wish to interfere with private choices regarding
personal relationships, but strongly discourages employees and students from engaging in consensual intimate and/or sexual relationships and retains the right to take necessary action should it find evidence of an abuse of power.

VII. HOW TO REPORT A COMPLAINT OF SEXUAL MISCONDUCT

Members of the School of Law are strongly encouraged to promptly report all incidents of discrimination and harassment, to include sexual misconduct, whether experienced personally or observed. Delayed reporting significantly inhibits the School of Law in being able to respond to harassment and discrimination. The School of Law also accepts reports from third parties.

A complainant need not supply a written statement, although it is preferable. A “report” is made when the School of Law knows or reasonably should know based on the statements of a Complainant or third party that sexual misconduct is being alleged. Actual notice, which consists of direct statements from a complainant of sexual misconduct, are desirable, although the School of Law accepts verbal or written statements from any party who has knowledge of an incident occurring either on or off campus that has the propensity to interfere with the mission of the Charleston School of Law. Employees who directly observe sexual harassment shall attempt to immediately stop the harassment occurring in their presence and shall promptly report such incidents to the respective Coordinator below.

If the person causing the sexual misconduct is a:

Staff member, vendor or other third party: Report to Shera Silvis, Human Resources, Title IX Coordinator

Student: Report to Nick Sanders, Student Affairs, Deputy Title IX Coordinator

Faculty member: Margaret Lawton, Academic Affairs, Deputy Title IX Coordinator

If you are uncertain the status of the person, report to Shera Silvis, Title IX Coordinator.

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Telephone &amp; Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title IX Coordinator &amp; Director of Human Resources, <em>Shera Silvis</em></td>
<td>494/496 King Street, Second Floor</td>
<td>843.377.4904 <a href="mailto:ssilvis@charlestonlaw.edu">ssilvis@charlestonlaw.edu</a></td>
</tr>
<tr>
<td>Deputy Title IX Coordinator &amp; Associate Dean of Students, <em>Nick Sanders</em></td>
<td>385 Meeting Street, Second Floor</td>
<td>843.377.1104 <a href="mailto:nsanders@charlestonlaw.edu">nsanders@charlestonlaw.edu</a></td>
</tr>
<tr>
<td>Deputy Title IX Coordinator &amp; Associate Dean for Academic Affairs, <em>Margaret Lawton</em></td>
<td>385 Meeting Street, Third Floor</td>
<td>843.377.2423 <a href="mailto:mlawton@charlestonlaw.edu">mlawton@charlestonlaw.edu</a></td>
</tr>
<tr>
<td>Campus Security</td>
<td>385 Meeting Street, First Floor</td>
<td>843.377.4911 <a href="mailto:csolsecurity@charlestonlaw.edu">csolsecurity@charlestonlaw.edu</a></td>
</tr>
</tbody>
</table>
Anonymous reports are also accepted and should be directed to the Title IX Coordinator and Director of Human Resources, Shera Silvis via email at ssilvis@charlestonlaw.edu or via mail using the contact information previously provided, but the supplier of the anonymous report should be mindful that failure to disclose personally identifying information about the accused party, the victim of the misconduct, or the facts and circumstances regarding the misconduct severely limit the School of Law’s ability to respond to, address, and remedy the effects of sexual misconduct.

Also, for purposes of this policy, the School of Law has designated all faculty members, administrative staff in the Associate Dean of Students’ Office, supervisors and members of Campus Security as “responsible employees.” A “responsible employee” is someone a student or employee believes has authority or a duty to stop the harassment. Consequently, if a responsible employee learns of a possible violation of this policy then he/she has a duty to report the information to the Title IX Coordinator, to include the personally identifiable information regarding the parties. The School of Law has no on site medical or counseling facilities, hence no “confidential” reporting office exists. No matter to whom the report is made, the School of Law will keep information regarding a complaint as private as possible only sharing information with those offices that have a need to know.

**VIII. INVESTIGATION, RESOLUTION PROCESS AND RIGHT TO APPEAL**

The Title IX Coordinator, Deputy Title IX Coordinators, and Investigators are trained annually on the issues related to domestic violence, dating violence, sexual assault, and stalking and instructed on how to conduct effective investigations and administer a conduct process that protects the safety of victims and promotes accountability. In proceedings under this policy, the standard of proof used to determine whether or not a violation of this policy has occurred is a preponderance of evidence, which means it is more likely than not the misconduct occurred.

The School of Law reserves the right to bring reports forward against a student or employee and to act as the complainant for purposes of this policy. In addition, an individual does not have to be a member of the School of Law community to file a report under this policy. The School of Law reserves the right to outsource investigations to qualified third parties in its’ sole discretion. The parties may request an alternate investigator upon written notice of an allegation of bias and supporting rationale to the Title IX.

1. Upon receiving a report (either verbally or in writing), the Title IX Coordinator will assess the report to ensure this policy has appropriate jurisdiction (and will refer out to the appropriate individual or office if what is being alleged is outside the scope of this policy.)
2. If the report and/or intakes appear upon initial assessment to be a possible violation of the Sexual Misconduct Policy, the Title IX Coordinator will assign the case for investigation within 72 hours and will provide written notice to the parties. If an employee is the respondent, confidential information may also be disclosed with appropriate personnel by the Title IX Coordinator.
3. The Investigator will conduct a prompt, thorough, and impartial investigation into the facts of the case and will interview the complainant, respondent, witnesses or others who may have relevant information, and collect any other evidence deemed relevant to the case form the parties and witnesses.

4. At the conclusion of the investigation which normally does not exceed 45 days, the Investigator will deliver the report to the Title IX Coordinator, and the respective Deputy Title IX Coordinator, who will contact the parties and provide both with separate access to the investigative findings. The purpose of this is to allow the parties an opportunity to correct any item that they state is factually inaccurate and to provide anything additional that they would like considered prior to a formal finding being issued. The parties will have two business days once invited to review the report to provide their written request for changes or corrections to the report to the Title IX Coordinator.

5. The Title IX Coordinator, and respective Deputy Title IX Coordinator, will provide said written feedback to the Investigator and the three will determine if the information put forward requires the report to be changed in any way. If changes are warranted (something was factually inaccurate and/or new evidence was discovered that substantially changes the outcome of the investigation) then the Investigator will make those changes and finalize the report to include a recommendation as to whether or not, using the preponderance of the evidence standard, misconduct (as defined in this policy) occurred.

6. The Title IX Coordinator, in concert with the appropriate Deputy Coordinator, will review the findings and agree with the findings or direct the Investigator to conduct further investigation.

7. The Title IX Coordinator, in concert with the appropriate Deputy Coordinator, will review the case and determine any sanctions as outlined below. Both parties have the right to request an alternate Coordinator fulfill the two decider quorum upon written notice with rationale. If the Coordinators cannot agree on the outcome or the associated sanction, the School of Law retains the right to have a neutral third party firm review the investigative findings and render an independent decision.

8. The outcome of the investigation, the reasons for the findings, and any sanction(s) imposed shall be conveyed to the Complainant and Respondent simultaneously and in writing by U.S. Mail.

9. The complainant and the respondent have the right to appeal determinations regarding responsibility to the Dean of the School of Law. Appeals are discussed below.

The Complainant and the Respondent each have the opportunity to be advised by a personal advisor of their choice, at their expense, at any stage of the process and to be accompanied by that advisor at any meeting or hearing in which the complainant or the respondent is required to be present. An advisor may only consult and advise his or her advisee, but not speak for the advisee at any meeting nor may the advisor direct questions to any administrator, party, or witness in the process.

Typically, the investigation, resolution, and any appeal under this policy will not exceed 60 days although the School of Law reserves the right to exceed this timeframe in order to conduct a thorough investigation or other appropriate proceedings. If the investigation does or is anticipated to exceed 60 days, the School of Law will notify the complainant and respondent in writing and will advise them of the reason for the delay and the anticipated timeframe for the completion of the investigation and/or resolution.
APPEAL

Both the complainant and the respondent have a right to appeal the finding of responsibility. Appealing the finding of responsibility must be based on an alleged procedural error, (i.e., not merely that the party does not agree that the finding or sanction is appropriate) or the discovery of new evidence. Both parties will have 5 business days from notification of the outcome (as dated on the US Mail post stamp) to appeal in writing to the Dean at the following address:

Dean Andrew Abrams  
385 Meeting Street, Third Floor  
843.377.2145  
aabrams@charlestonlaw.edu  

The decision of the Dean on any appeal will be final. Both individuals will be informed simultaneously in writing of the outcome of any appeal and any change(s) to the results that occur prior to the time that such results become final and when such results become final. The complainant will be notified of any sanction(s)/outcome(s) that are specific to the complainant (e.g., respondent has interim suspension and is ordered by the institution to have no contact with the complainant.)

INFORMAL RESOLUTION

When appropriate, certain student-on-student or employee-on-employee complaints may be resolved by the Title IX Coordinator without a formal resolution. Informal resolutions are only possible when the violations do not involve sexual assault and/or may not meet the criteria for classification as a crime. Either party may elect to go through the formal process at any point prior to the resolution. The Title IX Coordinator will facilitate the resolution and give final sanction(s) as deemed suitable and provide written notice to the parties simultaneously to the parties.

SANCTIONS

For accused individuals who are students, the possible outcomes for violations of this policy include:

- Expulsion  
- Interim Suspension  
- Suspension  
- A letter of reprimand to be made a permanent part of the students file

For accused individuals who are faculty or staff members, the possible outcomes include:

- Separation from the School of Law.  
- Demotion  
- Suspension  
- Transfer  
- A letter of reprimand to be made a permanent part of the employees file (Faculty members should review the Faculty Handbook for further information)
IX. WHAT TO DO IF YOU ARE SEXUALLY ASSAULTED

Sexual assault is not only a violation of Title IX, but a crime that will not be tolerated on or off the School of Law campus. Sexual assault is defined in this policy as Non-Consensual Sexual Penetration or Non-Consensual Sexual Contact.

If you are a victim of sexual assault:

1. Go to a safe place.
2. Go to the hospital and request a Sexual Assault Nurse Examiner (SANE.) In South Carolina, a victim of sexual assault who is over 18 years of age can request that evidence be collected without the involvement of law enforcement, if the victim so desires. The SANE nurse will complete evidence collection so evidence of a crime can be preserved in the event that the victim decides then or at a later time to initiate a report to local police.
3. Contact the police or the School of Law’s Title IX Coordinator and Director of Human Resources, Shera Silvis, immediately. Reports or incidents warranting confidentiality will be handled appropriately and information will be disclosed to others only on a need-to-know basis.
4. You will not be judged because you have become a victim of sexual assault. The reporting of this crime is held with the utmost discretion. Confidentiality cannot be promised, however the matter will be kept as private as possible. School of Law authorities will assist you in contacting the appropriate authorities if you request.
5. Preserve any physical evidence as may be necessary to the proof of criminal domestic violence, dating violence, sexual assault, or stalking, or in obtaining a protection order. You should not shower, urinate, bathe, eat, drink, smoke, or change clothes. Physical evidence can be obtained up to several days after a sexual assault or act of physical dating or domestic violence. After that time the quality of the evidence decreases.
6. It is very important that you receive the appropriate medical and psychological care immediately following the assault.

Victims of domestic violence, stalking, and dating violence are encouraged to seek medical attention when necessary and to preserve evidence as may be necessary to the proof of criminal domestic violence, dating violence, sexual assault, or stalking, or in obtaining a protection order. Victims are also encouraged to preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful to the School of Law grievance procedures, School of Law investigators or police.

Victim complainants have the right to report the crime to police as well as the right to decline to do so. Just because a report has been made to the police does not mean the case will be prosecuted. The prosecutor will review the case and determine the appropriate charges based on the evidence. The School of Law encourages all victims of sexual assault to go to the hospital and have evidence collected that may be proof of criminal activity even if they are not sure what direction they want to take regarding prosecution.
The School of Law will, at your request, make any reasonable changes to your academic, work, or transportation situation if you have become a victim of a sexual assault (or other forms of misconduct as outlined in this policy.) In the discretion of the Associate Dean for Academic Affairs, Margaret Lawton, accommodations may be made to allow you to change course sections, withdraw from classes when circumstances exist which warrant such action, and/or initiate other academic remedies as deemed appropriate, particularly in situations where the accused may be associated with the School of Law. Should you be a victim of a crime, the school will make reasonable allowances for excused absences so that you may attend criminal proceedings, medical examinations, counseling, or other related matters when schedules may conflict. The Associate Dean of Students will also help identify providers, including medical and counseling services, for victims who require these services.

X. HOW TO BE AN ACTIVE BYSTANDER

Bystanders play a critical role in the prevention of sexual and relationship violence. Bystanders are persons who observe red-flag behavior and have the opportunity to intervene to prevent the sexual misconduct from occurring. “Red flag” behavior includes things like seeing a person who is too drunk to provide self-care being isolated by a person. A bystander can intervene to stop the potential offender from taking the incapacitated person away by interrupting, calling for help, calling a friend of the person to come get them, or distracting the potential offender by speaking up and calling out the behavior. Not allowing the isolation stops the sexual assault from being able to occur. We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. If you see sexual misconduct in any form and do not feel safe to intervene to stop it, call 911. Further information regarding bystander intervention is provided in CSOL’s training programs and may be found by contacting Shera Silvis.

XI. RISK REDUCTION

It is important to remember that sexual misconduct is never the victim’s fault and only the person causing the harm is responsible for it. Nevertheless, it is important to understand what risks we each may have and to take steps to try to reduce our risk. The following are some strategies to reduce one’s risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, www.rainn.org). CSOL offers these with no intention of blaming victims for sexual misconduct perpetrated against them and encourages all victim complainants to come forward to CSOL officials and/or the police.

1. **Be aware** of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. Try to **avoid isolated areas**. It is more difficult to get help if no one is around.
3. **Walk with purpose**. Even if you don’t know where you are going, act like you do.
4. **Trust your instincts**. If a situation or location feels unsafe or uncomfortable, it probably isn’t the best place to be.
5. **Try not to load yourself down** with packages or bags as this can make you appear more vulnerable.
6. **Make sure your cell phone is with you** and charged and that you have cab money.
7. **Don't allow yourself to be isolated** with someone you don’t trust or someone you don’t know.

8. **Avoid putting music headphones in both ears** so that you can be more aware of your surroundings, especially if you are walking alone.

9. **When you go to a social gathering, go with a group of friends.** Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.

10. **Trust your instincts.** If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).

11. **Don't leave your drink unattended** while talking, dancing, using the restroom, or making a phone call. If you’ve left your drink alone, just get a new one.

12. **Don't accept drinks from people you don't know or trust.** If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don’t drink from the punch bowls or other large, common open containers.

13. **Watch out for your friends, and vice versa.** If a friend seems out of it, is way too intoxicated for the amount of alcohol they’ve had, or is acting out of character, get him or her to a safe place immediately.

14. **If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).** Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).

15. If you need to get out of an uncomfortable or scary situation here are some things that you can try:
   a. **Remember that being in this situation is not your fault.** You did not do anything wrong, it is the person who is making you uncomfortable that is to blame.
   b. **Be true to yourself.** Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.
   c. **Have a code word with your friends or family** so that if you don’t feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
   d. **Lie.** If you don’t want to hurt the person’s feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.

16. **Try to think of an escape route.** How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?

17. **If you and/or the other person have been drinking,** you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

**XII. SEX OFFENDER REGISTRATION**
The School of Law is required to inform the campus community where the South Carolina Sex Offender Registry may be accessed. This site will provide you with the most updated information concerning registered sex offenders in the state of South Carolina. The Sex Offender Registry is located on the South Carolina Law Enforcement Division (SLED) website (http://www.sled.sc.gov/). The URL address to link directly to the database is: http://services.sled.sc.gov/sor/.

XIII. SECURITY

The Charleston School of Law has a Director of Security and security officers supplied through an independent contractor, AlliedBarton. Additionally, the Charleston School of Law hires off-duty City of Charleston Police Department Officers to monitor the areas near School of Law facilities during early morning and evening hours. The School of Law has a verbal agreement with the City of Charleston Police Department to immediately exchange information of criminal activity in the area of the School of Law, consistent with similar arrangements between the City of Charleston Police Department and other area schools.

Criminal incidents reported to School of Law officials and AlliedBarton personnel may be referred to the City of Charleston police who have jurisdiction on the campus and the authority to make arrests. AlliedBarton security officers have arrest powers on School of Law property and will exercise them in cases which may involve imminent harm. All crime victims and witnesses are strongly encouraged to immediately report a crime to on-duty security personnel, designated School of Law officials and the appropriate police agency. Prompt reporting will assure timely warning notices on-campus and timely disclosure of crime statistics.

The Charleston School of Law does not have any off-campus student organizations. AlliedBarton security officer’s jurisdiction is limited to School of Law property. City of Charleston Police have primary jurisdiction in all areas in the vicinity of the School of Law.

XIV. REPORTING A COMPLAINT OF SEXUAL MISCONDUCT DIRECTLY TO LOCAL POLICE

Criminal Investigation and Charges
If you choose to pursue criminal charges in your case, the City of Charleston Police Department will be notified and generate their own report, which will be forwarded to a detective in the Special Victims Unit. The Charleston Police Department works in concert with the Solicitor for the Ninth Judicial Circuit, who houses the Victim and Witness Assistance Program. This program has trained professional staff who will help you understand and navigate the criminal justice process. The School of Law strongly encourages any complainant of sexual misconduct to report the incident to the local police when the incident may constitute a crime. The School of Law, upon a complainant’s request, will assist the victim in contacting the City of Charleston Police Department. A complainant also has the right to decline to notify local police (unless they are under the age of 18.)
SOUTH CAROLINA VICTIM’S RIGHTS INFORMATION

An amendment to the South Carolina Constitution was passed on January 22, 1998. Specifically, Article I, Section 24(A) states: To preserve and protect victims' rights to justice and due process regardless of race, sex, age, religion, or economic status, victims of crime have the right to:

- be treated with fairness, respect, and dignity, and to be free from intimidation harassment, or abuse, throughout the criminal and juvenile justice process, and informed of the victim's constitutional rights, provided by statute;
- be reasonably informed when the accused or convicted is arrested, released from custody, or has escaped;
- be informed of and present at any criminal proceedings which are held to decide the final outcome of a court case where the defendant has the right to be present;
- be reasonably informed of an allowed to submit either a written or oral statement at all hearings affecting bond or bail; be heard at any proceeding involving a post-arrest release decision, a plea, or sentencing;
- be reasonably protected from the accused or persons acting on his behalf throughout the criminal justice process;
- confer with the prosecution, after the crime against the victim has been charged, before the trial or before any disposition and informed of the disposition;
- have reasonable access after the conclusion of the criminal investigation to all documents relating to the crime against the victim before trial;
- receive prompt and full restitution from the person or persons convicted of the criminal conduct that caused the victim's loss or injury, including both adult and juvenile offenders;
- be informed of any proceeding when any post-conviction action is being considered, and be present at any post-conviction hearing involving a post-conviction release decision;
- a reasonable disposition and prompt and final conclusion of the case;
- have all rules governing criminal procedure and admissibility of evidence in all criminal proceedings protect victims’ rights and have these rules subject to amendment or repeal by the legislature to ensure protection of these rights.

Nothing in this section creates a civil cause of action on behalf of any person against any public employee, public agency, the State, or any agency responsible for the enforcement of rights and provision of services contained in this section. The rights created in this section may be subject to a writ of mandamus, to be issued by any justice of the Supreme Court or circuit court judge to require compliance by any public employee, public agency, the State, or any agency responsible for the enforcement of the rights and provisions of these services contained in this section, and a willful failure to comply with a writ of mandamus is punishable as contempt.

XV. CONCURRENT LAW ENFORCEMENT AND ADMINISTRATIVE TITLE IX INVESTIGATIONS

This shall serve as notice that the School of Law fully supports a complainant’s desire to pursue separate law enforcement action on a complaint of sexual misconduct which also is determined by the City of Charleston Police to be a violation of South Carolina State Law. If the Charleston Police Department is investigating such a complaint, the Title IX or Deputy Title IX Coordinator
will cooperate fully with the local police; however, no mutual aid agreement currently exists to share information between the local police and the School of Law in a formalized manner.

To contact the City of Charleston Police Department directly, dial 9-1-1 or 843-577-7434 from any telephone or in person at 80 Broad Street Charleston, SC 29401-0304. It is important to note that Title IX does not allow the School of Law to wait for the completion of a criminal investigation to undertake its’ responsibilities with regard to stopping sex-based harassment/discrimination, preventing its’ recurrence and addressing its effects. Consequently, if law enforcement is investigating, the CSOL will yield to police for up to 10 days to allow law enforcement to conduct preliminary fact-finding into the matter. After that timeframe, the School of Law must proceed with its own fact finding into the matter. The School of Law will not share a student’s FERPA protected information with law enforcement without due process (i.e., subpoena, search warrant, bench order, etc. must be presented for the School of Law to release this information unless a health or safety exception exists that would permit such a release.)

XVI. EDUCATION AND PREVENTION PROGRAMS

The School of Law engages in comprehensive educational programming to prevent domestic violence, dating violence, sexual assault and stalking. Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students and faculty that:

- Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct
- Defines what behavior constitutes domestic violence, dating violence, sexual assault, and stalking
- Defines what behavior and actions constitute consent to sexual activity in the State of South Carolina
- Provides safe and positive options for bystander intervention that may be carried out by an individual to prevent harm or intervene when there is a risk of domestic violence, dating violence, sexual assault, or stalking against a person other than the bystander
- Provides information on risk reduction so that students and employees may recognize warning signs of abusive behavior and how to avoid potential attacks
- Provides an overview of information contained in the Annual Security Report and in this Sexual Misconduct Policy in compliance with the Clery Act.

The School of Law has developed an annual educational campaign consisting of presentations that include distribution of educational materials to new students; participating in and presenting information and materials during new employee orientation; participating in the spring and fall faculty orientation program; presenting programs throughout the year.
XVII. HOW TO CONTACT THE DEPARTMENT OF EDUCATION, OFFICE OF CIVIL RIGHTS

To file a complaint directly with the U.S. Department of Education’s Office for Civil Rights, use the following contact information.

U.S. Department of Education
Office for Civil Rights
Lyndon Baines Johnson Department of Education Bldg.
400 Maryland Avenue, SW
Washington, DC 20202-1100

Telephone: 800.421.3481
FAX: 202.453.6012; TDD: 800.877.8339
Email: OCR@ed.gov
Appendix A:

RESOURCES FOR VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT & STALKING

On-Campus

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Telephone &amp; Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title IX Coordinator &amp; Director of Human Resources, Shera Silvis</td>
<td>494/496 King Street, Second Floor</td>
<td>843.377.4904 <a href="mailto:ssilvis@charlestonlaw.edu">ssilvis@charlestonlaw.edu</a></td>
</tr>
<tr>
<td>Deputy Title IX Coordinator &amp; Associate Dean for Academic Affairs, Margaret Lawton</td>
<td>385 Meeting Street, Third Floor</td>
<td>843.377.2423 <a href="mailto:mlawton@charlestonlaw.edu">mlawton@charlestonlaw.edu</a></td>
</tr>
<tr>
<td>Campus Security</td>
<td>385 Meeting Street, First Floor</td>
<td>843.377.4911 <a href="mailto:csolsecurity@charlestonlaw.edu">csolsecurity@charlestonlaw.edu</a></td>
</tr>
<tr>
<td>Financial Aid Assistance, Office of Financial Aid, Bobby Greer</td>
<td>494/496 King Street, Second Floor</td>
<td>843.377.4901 <a href="mailto:bgreer@charlestonlaw.edu">bgreer@charlestonlaw.edu</a></td>
</tr>
</tbody>
</table>

CSOL has no on campus health, mental health, counseling, victim advocacy, legal assistance or visa/immigration assistance available. These resources must be obtained from the City of Charleston or the State of South Carolina. See “In the City” below for these resources.
# In the City Area

<table>
<thead>
<tr>
<th>Local Police</th>
<th>911</th>
</tr>
</thead>
</table>
| **Hospital** | Bon Secours St. Francis Hospital (West Ashley)  
2095 Henry Tecklenburg Drive  
Charleston, SC 29414  
843.402.1000  

**East Cooper Regional Medical Center**  
2000 Hospital Dr,  
Mt Pleasant, SC 29464  
843.881.0100  

**Medical University of South Carolina (Forensic Collection available)**  
171 Ashley Avenue  
Charleston SC 29425  
843.792.2300  

**Roper Hospital**  
316 Calhoun St.,  
Charleston, SC 29401  
843.724.2000  

**Trident Medical Center**  
9330 Medical Plaza Dr  
North Charleston, SC 29406  
843.797.7000  

**Trident Summerville Medical Center**  
295 Midland Pkwy  
Summerville, SC 29485  
843.832.5000 |
| **Mental Health** | Charleston and Dorchester Community Mental Health  
843.852.4100  
843.414.2350 (emergencies)  
[www.cdcmhc.org](http://www.cdcmhc.org)  

**Berkeley Community Mental Health**  
843.761.8282  
[www.bcmhc.org](http://www.bcmhc.org) |
<table>
<thead>
<tr>
<th>Victim Advocacy</th>
<th>Victim Services Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>843.856.2189</td>
</tr>
<tr>
<td></td>
<td>100 Ann Edwards Lane</td>
</tr>
<tr>
<td></td>
<td>Mt. Pleasant, SC 29464</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Legal Assistance</th>
<th>Victim Services Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Downtown Location: 843.853.6456</td>
</tr>
<tr>
<td></td>
<td>North Charleston Location: 843.720.7044</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Visa &amp; Immigration Assistance</th>
<th>USCIS Local Office</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1821 Sam Rittenberg Boulevard</td>
</tr>
<tr>
<td></td>
<td>Charleston, SC 29407</td>
</tr>
<tr>
<td></td>
<td><a href="http://www.us-immigration.com/uscis.html">www.us-immigration.com/uscis.html</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Battered Women’s Shelter</th>
<th>My Sister’s House</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><a href="http://mysistershouse.org/">http://mysistershouse.org/</a></td>
</tr>
<tr>
<td></td>
<td>Center for Women</td>
</tr>
<tr>
<td></td>
<td><a href="http://www.c4women.org/">http://www.c4women.org/</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Rape Crisis Center</th>
<th>People Against Rape (PAR)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>198 Rutledge Avenue</td>
</tr>
<tr>
<td></td>
<td>Charleston, SC 29403</td>
</tr>
<tr>
<td></td>
<td><a href="http://www.peopleagainstrape.org/">http://www.peopleagainstrape.org/</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>LGBTQ Alliance</th>
<th>Alliance for Full Acceptance (AFFA)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>843.883.0343</td>
</tr>
<tr>
<td></td>
<td>3623 Old Charleston Road</td>
</tr>
<tr>
<td></td>
<td>Johns Island, SC 29455</td>
</tr>
<tr>
<td></td>
<td><a href="http://affa-sc.org/">http://affa-sc.org/</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Magistrate</th>
<th>Charleston County Magistrate</th>
</tr>
</thead>
<tbody>
<tr>
<td>843.795.1140</td>
<td>615 Riverland Drive</td>
</tr>
<tr>
<td>Charleston, SC 29412</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Local County Courthouse</th>
<th>Charleston County Courthouse</th>
</tr>
</thead>
<tbody>
<tr>
<td>100 Broad Street, Suite 106</td>
<td>843.958.5000</td>
</tr>
<tr>
<td>Charleston, South Carolina 29401-2258</td>
<td></td>
</tr>
</tbody>
</table>

August 2019