

[To view this email as a web page, go here.](#)

THE UNIVERSITY OF ARIZONA

November 27, 2023, 11:35 a.m.



University Compliance

Dear Colleagues,

You have been identified as a **Campus Security Authority (CSA)**, and we want to ensure you are aware of your responsibilities and the annual training in EDGE Learning.

What is a CSA?

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (**Clery Act**) ensures that students, employees, and parents receive timely and accurate information about specific crimes and emergencies that occur on or around campus and that student and employee crime victims are offered support and resources. CSAs assist the University in fulfilling the requirements of the Clery Act.

Your CSA Designation

The University identifies CSAs based on position descriptions and employment functions. A CSA is most simply an employee with significant responsibility for student and campus activities. You are entrusted to promptly notify the University of crimes reported to you but **are not responsible** for investigating a crime or determining if a crime has occurred.

Your Responsibilities as a CSA

- Encourage crime victims and witnesses to report Clery crimes to University of Arizona Police Department or local law enforcement. Advise reporting individual(s) that you must report the incident as a statistic but need not identify victims or witnesses in the report.
- Complete the **Campus Security Authority Report form** as soon as possible and within 24 hours of becoming aware of a reportable crime.
- Provide survivors of sexual assault, domestic violence, dating violence, and stalking with written information on their rights and options. These written resources are available on the **Clery Act website**.

Your CSA Training

To ensure you have a clear understanding of your role as a CSA, we provide an **annual CSA training** available in EDGE Learning.

You have been pre-enrolled in this training. To access the training, [log in to Edge Learning](#), go to “My Learning” section and select “Campus Security Authority (CSA).” If you have not already done so this year, please complete this training as soon as possible and before **Jan. 29, 2024**.

We all play a role in ensuring the safety and security of our campus community. We are grateful for your assistance in reporting crime and supporting crime victims.

Thank you for your continued collaboration in this important work.

Sincerely,

The University Compliance Office Team

Resources and Support

- [CSA role, responsibilities and training](#)
- [Clery Act](#)
- If you have any questions regarding your reporting obligations or need help, contact cleryact@arizona.edu.
- For assistance with EDGE Learning: [24/7 Support Center](#).

This email was sent to University employees identified as a Campus Security Authority (CSA).

Privacy Statement

CIO Division, 1077 N. Highland Avenue, Tucson, AZ 85721, US
© Copyright 2024 The University of Arizona. All rights reserved.

[Land Acknowledgment](#)

We respectfully acknowledge the University of Arizona is on the land and territories of Indigenous peoples. Today, Arizona is home to 22 federally recognized tribes, with Tucson being home to the O’odham and the Yaqui. Committed to diversity and inclusion, the University strives to build

sustainable relationships with sovereign Native Nations and Indigenous communities through education offerings, partnerships, and community service.