• **When must the training be completed?**
  For students, primary prevention and awareness programming must be provided beginning in the 2016-2017 academic year and each academic year thereafter.

  For employees, survivor-centered and trauma-informed response training must be provided beginning in the 2016-2017 academic year and each academic year thereafter.

  Confidential advisors must initially receive 40 hours of training on sexual violence and shall attend a minimum of 6 hours of ongoing education training annually. The provision of the Act regarding confidential advisors does not define annual training. Therefore, HEIs satisfy the annual training requirement as long as they provide the training at least once in a year, whether in an academic year or calendar year.

  Individuals whose duties include resolution of complaints of student violations of the comprehensive policy shall receive a minimum of 8 to 10 hours of annual training, beginning on or before August 1, 2016, and each year thereafter.

• **For purposes of gathering data for the Preventing Sexual Violence in Higher Education Act report, what qualifies as a reported incident of sexual violence, domestic violence, dating violence or stalking?**
  HEIs must identify the number of incidents of sexual violence, domestic violence, dating violence and stalking reported during the relevant calendar year to either the (1) Title IX coordinator or responsible employees and/or (2) confidential and anonymous resources.

  HEIs should consider an incident “reported” when information regarding an incident is shared with an individual, department, entity or organization that the school has identified in its comprehensive policy as a place where students may report or disclose violations of the comprehensive policies, e.g., with the Title IX coordinator, responsible employees, confidential advisor, campus police department or safety office, and pastoral or professional counselors. Data must include reports made electronically, anonymously and confidentially as well as third party and bystander reports.
For reporting purposes, HEIs should include the number of reported incidents that happened on campus, pursuant to the definition of Clery geography, during the relevant reporting period. For example, a school should include in its report a student who sees a counselor because of anxiety and happens to mention a domestic violence incident that happened in the student’s dorm room on campus. Conversely, a school is not required to include in its report a student who sees a counselor because of anxiety and happens to mention a domestic violence incident that happened over winter break while the student was visiting her home town. Similarly, a school is not required to include in its report an incident of sexual assault that occurred several years ago when the student was a child. The school still has a responsibility to provide services to the student in the latter scenarios, but is not required to add these incidents to its report.

- **Are institutions required to report incidents that occurred on a campus located outside of the State of Illinois?**
  No. The Board of Education Act requires reporting from only HEIs located within the State. However, HEIs should consider adopting policies and best practices to address student allegations of sexual violence, domestic violence, dating violence and stalking in order to protect and provide resources to all of their students, regardless of the location of the campus.

- **What is considered an allegation “referred to local or State law enforcement”?**
  HEIs should count a referral to law enforcement when they directly refer the complaint to law enforcement. A referral to law enforcement also should be counted when the school gives advice and guidance to a specific student after that student reports an incident to the school. Advice and guidance includes, but is not limited to, notifying the student of the option to report to law enforcement and/or helping the student file a complaint with law enforcement.