2015-2016
STUDENT ORIENTATION

Presented by
ALAMO COLLEGES POLICE
Cpl. Jason Santos
and
Officer C. Fairbank
Helpful Numbers

24 Hour Dispatch

Emergency: 210-485-0911 or 911
Non Emergency: 210-485-0099

NLC ACPD Clerk / Found/lost property:
210-486-5607
Alamo Colleges Police operate 24 hours a day 7 days a week. (Including Weekends and Holidays)

NLC DPS Clerk Hours: Monday thru Friday 8am to 5pm. Currently Located in the facilities building, next to the UPS store.

Campus Police will complete reports for accidents, information, injury/illness, and criminal offenses.
Following forms can be found at [www.alamo.edu](http://www.alamo.edu)

Go to Alamo Colleges Police webpage click on Departmental forms.

- Personnel Complaint Form
- Request for Police Report
- ID Card Request Form
- Bicycle Registration Form
- Campus Citation Appeal Form
Alamo Colleges has sworn Texas Peace Officers on campus. The officers are licensed by the state of Texas to enforce all local, state and federal laws. Campus police issue traffic citations for moving violations and issue parking tickets.
Campus police are armed uniformed Texas Police Officers who patrol the campus, in a marked vehicle, on foot or on bike; they are equipped with two-way radios that are interoperable with the San Antonio Police Department, San Antonio Fire Department/EMS, Bexar County Sheriff's Office, and have other necessary equipment to efficiently do their job.
Campus Police assist with battery boosts and vehicle lockouts. The service is provided to students and staff.

For service call the Alamo Colleges Dispatch at 210-485-0099.

Please provide your name, call back number, type of vehicle, location and service needed.
Student parking:
Beginning in Fall 2013, all Alamo Colleges' students will pay a Campus Access Fee which also covers parking at any of the Alamo Colleges' campuses, off-site locations or district offices.

PARKING RULES and REGULATIONS

Fines and Appeals

Campus Citations:

$16.00 Fine-within 10 working days of issuance.

$21.00 Fine-11-20 working days after issuance

$27 after 21 working days

Appeal Form:
Can be filled out within 10 working days of receiving the citation. Visit the DPS Clerk for more info and obtain a form.
Any unpaid Campus tickets you may have, will place a hold on your academic status.

This will prevent you from being able to register for classes, obtain your grades, financial aid, or transcripts until all the fines are paid in full.
Traffic Citations issued from Campus Police will go to Justice of the Peace Pct. # 04 Court.

Most Common Citations: Disabled Parking Offenses, failed to stop at marked stop sign, no vehicle insurance.

Fines range from $150.00 to $500.00.
It is an offense to park in a Disabled Parking Space without a current handicap placard registered in your name or proper handicap or Disabled Veteran plates. “The vehicle must be registered in your name”

This includes the improvements designed to aid vehicles with ramps or other devices.
Smoking is prohibited in all classrooms, laboratories, offices, conference rooms, hallways, and all other rooms in all buildings of the College District, and on all property which is owned, leased, rented, or otherwise under the control of the College District. (Parking lots)

Smoke-Free Environment includes the prohibited use of tobacco products and vapor or e-cigarettes.
Weapons: Unlawful carrying of weapons or use, or possession of prohibited weapons, including firearms, knuckles, explosive weapons, illegal knives and clubs, or any object used or intended to be used as a weapon to harm another while on College District Property is prohibited.

Sex Offenders: Texas laws require sex offenders to inform the campus administration, (police department) of their presence on Campus.

Cameras: Officers taking reports will not be able to tell you what is on the cameras or if they have been reviewed. After the officer completes the report it will be assigned to an investigator. The investigator will contact you with any progress on your case.

Pets: No pets of any kind are allowed on Alamo Colleges Property. The only exception are service animals.
Emergency Phones are located at various locations throughout Northeast Lakeview College Campus. Including elevators, stairwells and parking lots.

The emergency phone is a direct link to the Alamo Colleges Police Dispatch.

Emergency Phones are like calling 911. Do not play with them or use them for non emergencies!!!
By pushing the red button you have dialed the Alamo Colleges Dispatch emergency line. An officer will be dispatched to that location. Even if you don’t speak to the dispatcher the phones are numbered to determine location.
Campus Safety

- Be alert to suspicious people or circumstances. Strategies of Behavior Intervention (SOBI)
- Travel in well-lit, traveled areas and don’t walk alone. Avoid shortcuts that nobody walks.
- Familiarize yourself with the Campus and Emergency Phone locations.
- If you feel you are being followed, quickly go to a group of people, faculty/staff and call the Campus Police.
Campus Safety

- Have your keys/cell phone in hand when returning to your vehicle at night.
- Travel in groups when returning to your vehicle during the hours of darkness.
- If you find yourself in an unsafe situation call Campus Police for an escort.
- Avoid walking with your headphones on or while preoccupied with your phone such as texting. Pay attention to what’s going on around you.
These are not citations. Campus police take proactive measures to deter crime by placing these notices on vehicles. These may include:

- Open windows
- Radar detectors
- Text books
- Purses
- Backpacks
- Tools

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<th>CRIME HAZARD</th>
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REMARKS: ____________________________

ALAMO COLLEGES POLICE DEPARTMENT
CRIME PREVENTION REMINDER

THIS IS NOT A PARKING CITATION

EVENT #: _______________________
ON THE _____ DAY OF ____________, 20__ AT _____ AM

( ) OFFICE/ROOM ( ) PROPERTY ( ) VEHICLE

CAMPUS: ___________ LOT/AREA: ___________ BLDG/RM: ___________

VEH: LP #: ___________ VEH MAKE: ___________

MODEL: ___________ COLOR: ___________

LOCATION OF VEH:

The reporting officer found the below listed conditions, which tends to generate a risk of becoming a victim of crime. We greatly appreciate your participation in the Alamo Colleges Crime Prevention Program by correcting the conditions.
Crime Prevention

- Keep your vehicle locked at all times
- Keep personal property that is in your vehicle out of sight.
- Keep your personal property (i.e., Backpacks, purses, phones, computers, etc.) with you at all times. Do not leave them at tables with friends or in classrooms.
- Mark your textbooks with a number you will remember on a specific page. If your book is misplaced or stolen give this number and page to campus police.
- Know the make, model, and serial number of all your personal electronics, bikes, and other property.

Remember: You are responsible for your property!!! Keep it with you at all times. Do not leave your property unattended or lend it to a stranger!
Thank for your attention:

- For questions or comments on the level or quality of service you received from the Alamo Colleges Police Department, please contact Chief of Police Don Adams at 485-0088 or by email at dadams@alamo.edu.
- We are a public service organization and your views, critiques or comments are valued.
- Follow us on Facebook.