



# 2026 ANNUAL SECURITY REPORT

CAMPUS SAFETY AND SECURITY REPORT

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## MUNCIE CAMPUS

Calendar Years 2023 | 2024 | 2025

### **PJ's College of Cosmetology**

3100 W. Kilgore Avenue  
Muncie, IN 47304  
(765) 289-6144

*Nonresidential Clock-Hour Cosmetology Institution*

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Published for the October 1, 2026 annual disclosure cycle

A paper copy is available upon request from the campus administrative office.

**[gotopjs.com](http://gotopjs.com) | Consumer Information**

## 1. Report Purpose, Availability, and Distribution

PJ's College of Cosmetology prepares this Annual Security Report (ASR) for its Muncie, Indiana campus. PJ's is a nonresidential, clock-hour cosmetology institution. The Muncie campus does not provide dormitories or other on-campus student housing and does not establish, sponsor, recognize, or maintain any student organizations, including fraternities, sororities, Greek-letter organizations, clubs, or other student groups. This report provides required campus safety policies, procedures, programs, and Clery crime statistics for calendar years 2023, 2024, and 2025.

Compliance version: reviewed September 10, 2026 against the 2026-2027 Federal Student Aid Handbook, current U.S. Department of Education Title IX enforcement guidance, Stop Campus Hazing Act requirements, and current Indiana law.

By October 1 each year, PJ's distributes this report or an individual notice of its availability to all enrolled students and current employees. When the report is provided electronically, the notice must identify the exact electronic address, briefly describe the report's contents, and state that a paper copy will be provided upon request. Prospective students and prospective employees receive notice of the report's availability and may request a paper copy.

If PJ's materially revises a campus safety policy, procedure, or program after annual distribution and before the next ASR, the College will advise the campus community of the change rather than waiting for the next annual report.

Paper copies are available from the Muncie campus administrative office at 3100 W. Kilgore Ave., Muncie, IN 47304. Questions may also be directed to the campus at (765) 289-6144.

## 2. Campus and Responsible Officials

| Role                                       | Contact information                                                                                                 |
|--------------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| Campus Security Director                   | Judith Stewart   judy@gotopjs.com   (317) 846-6444   931 S. Rangeline Road, Carmel, IN 46032                        |
| Lead Title IX Coordinator                  | Nemie A. Paden   Title IX Coordinator   info@gotopjs.com   (317) 846-6444   931 S. Rangeline Road, Carmel, IN 46032 |
| Muncie Campus                              | 3100 W. Kilgore, Muncie, IN 47304   (765) 289-6144                                                                  |
| Emergency law enforcement / medical / fire | 911                                                                                                                 |

## 3. Clery Geography and Campus Characteristics

Institutional profile for this ASR: PJ's Muncie is a clock-hour cosmetology school operating from a nonresidential instructional campus. It has no dormitories or on-campus student housing and no student organizations, including fraternities, sororities, Greek-letter organizations, clubs, or other student groups. Those facts narrow which housing- and organization-specific Clery provisions apply, but they do not remove the campus's general Clery, VAWA, emergency-notification, crime-statistics, or hazing obligations.

For crime-statistics purposes, Clery geography includes the Muncie campus buildings and property and public property within or immediately adjacent to and accessible from the campus. The 2026 Campus Safety and Security Survey identifies no on-campus student housing facilities and no noncampus buildings or properties for this campus.

The Muncie campus has no dormitories or other on-campus student housing. Therefore, the Clery missing-student notification requirements and the annual fire safety report/fire-log requirements that apply to institutions with on-campus student housing do not apply to this campus. PJ's still maintains ordinary building fire, evacuation, and emergency procedures for its instructional facility.

PJ's Muncie does not establish, sponsor, recognize, or maintain any student organizations and therefore has no off-campus locations of officially recognized student organizations to monitor through local police agencies. If PJ's later establishes or recognizes a student organization with qualifying off-campus property, the College will reevaluate its Clery geography and monitoring obligations.

## 4. Reporting Crimes and Emergencies

Emergencies should be reported immediately by calling 911 and notifying school staff. Non-emergency criminal activity, suspicious activity, or other safety concerns should be reported promptly to the Campus Director, Campus Security Director, another responsible school official, and/or the appropriate local law-enforcement agency.

PJ's encourages accurate and prompt reporting of all crimes to law enforcement when the victim elects to report or is unable to make the report. Reports to school officials are reviewed for appropriate response, possible disciplinary action, inclusion in Clery statistics, and whether a timely warning or emergency notification is required.

### **Voluntary and confidential reporting**

PJ's will protect information about victims and witnesses to the extent permitted by law and consistent with its obligations to investigate, respond, and disclose Clery statistics. Personally identifying information is not included in published Clery statistics. The existing PJ's policy states that the College does not employ pastoral or professional counselors.

## **5. Preparation of Annual Crime Statistics**

The College compiles statistics from reports made to campus security authorities and requests statistics from local/state law enforcement for applicable Clery geography. For the 2026 ED survey, PJ's reported that law-enforcement statistics were combined with statistics collected by campus security authorities. The statistics in this ASR must match the institution's final ED submission.

A reported crime may be removed from Clery statistics as 'unfounded' only when sworn or commissioned law-enforcement personnel fully investigate the report and formally determine it to be false or baseless.

## **6. Timely Warnings**

PJ's issues a timely warning when a Clery crime reported to the institution is considered by the College to represent a serious or continuing threat to students or employees. The Campus Security Director or designee evaluates the known facts, nature of the crime, continuing danger, and risk of compromising law-enforcement efforts. Warnings may be distributed by email, text, memorandum, verbal announcement, or other methods reasonably calculated to reach the campus community.

A warning may include the nature, date, time, and general location of the incident; safety precautions; a suspect description when appropriate; and other information needed to help members of the campus protect themselves. PJ's will withhold victim-identifying information from a timely warning.

## **7. Emergency Response, Notification, and Evacuation**

Upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees on campus, PJ's will, without delay and taking into account the safety of the community, determine the appropriate segment of the campus to notify, determine the content of the notification, and initiate the notification unless responsible authorities determine that doing so would compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

PJ's tests its emergency response and evacuation procedures at least annually through drills or exercises and documents the test, including a description, date, time, and whether it was announced or unannounced. Campus personnel assist students, clients, and staff during an evacuation and direct occupants to designated safe areas based on the circumstances. In conjunction with at least one annual test, PJ's publicizes its emergency response and evacuation procedures to students and employees and maintains documentation of each test and follow-through activity.

## **8. Security of and Access to Campus Facilities**

During normal business hours, the Muncie campus is open to students, employees, clients, contractors, parents, and invited visitors. During non-business hours, access is restricted to authorized persons. Security cameras and an alarm/security system are used at the campus. Maintenance and safety concerns affecting security should be reported to campus administration for correction.

## **9. Campus Law-Enforcement and Security Authority**

PJ's does not maintain a sworn campus police department. College personnel do not have general police arrest authority. Criminal matters are referred to the appropriate state or local law-enforcement agency. PJ's cooperates with law enforcement when incidents are reported and makes a good-faith annual request for Clery crime statistics. The source materials reviewed for this report do not identify a written memorandum of understanding with local law enforcement for investigation of criminal offenses.

## **10. Security Awareness and Crime Prevention**

PJ's provides safety and crime-prevention information to students and employees. New students receive safety information during orientation. Safety information includes personal awareness, securing property and vehicles, avoiding isolated areas, responsible alcohol use, promptly reporting suspicious activity, pedestrian safety, and emergency contacts. PJ's also conducts an emergency response/evacuation test at least annually and documents the exercise.

## 11. Alcohol, Drugs, and Drug-Free Schools Requirements

PJ's prohibits the unlawful possession, use, manufacture, sale, or distribution of illicit drugs and alcohol by students and employees on College property or as part of College activities. Alcohol possession or use on campus is prohibited by College policy. Indiana law generally prohibits persons under age 21 from purchasing, possessing, or consuming alcoholic beverages, subject to limited statutory exceptions. PJ's enforces its institutional policies and refers suspected violations of applicable federal, state, or local law to law enforcement as appropriate.

PJ's distributes drug and alcohol prevention information annually to students and employees, including standards of conduct, legal and institutional sanctions, health risks, and available counseling/treatment resources. PJ's also maintains the separate Drug and Alcohol Abuse Prevention Program and biennial-review documentation required by federal law.

## 12. Sexual Assault, Dating Violence, Domestic Violence, and Stalking

PJ's prohibits sexual assault, dating violence, domestic violence, stalking, sexual harassment, and retaliation. The College provides prevention and awareness information and responds to reports under its applicable Title IX and student/employee conduct procedures.

Primary prevention and awareness programming is provided for incoming students and new employees, with ongoing prevention and awareness campaigns for students and employees. Programming identifies dating violence, domestic violence, sexual assault, and stalking as prohibited conduct; addresses applicable definitions and consent; provides safe and positive bystander-intervention options; discusses risk reduction and warning signs; and explains PJ's procedures and resources following a report.

### Title IX regulatory framework

As of this 2026 report, the U.S. Department of Education is enforcing the 2020 Title IX regulations. The 2024 Title IX regulations were vacated nationwide in January 2025 and are not in effect. PJ's Title IX procedures should therefore be administered consistently with the 2020 Title IX rule and other applicable federal and state law.

### Definitions used for Clery/VAWA reporting

| Term              | Summary                                                                                                                                                                                                                                                                            |
|-------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Dating violence   | Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim, evaluated based on the reporting party's statement and factors such as length, type, and frequency of interaction.                                    |
| Domestic violence | A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner, a person with whom the victim shares a child, a person similarly situated to a spouse under applicable law, or another person protected under domestic/family violence law. |
| Stalking          | A course of conduct directed at a specific person that would cause a reasonable person to fear for safety or suffer substantial emotional distress.                                                                                                                                |
| Sexual assault    | An offense that meets the Clery/FBI definitions of rape, fondling, incest, or statutory rape.                                                                                                                                                                                      |
| Consent           | PJ's applies its published sexual misconduct/Title IX policy and applicable law when evaluating consent. Consent must be voluntary and cannot be obtained through force, threat, coercion, or from a person who is incapable of consent under the circumstances.                   |

### Applicable Indiana definitions

For the Muncie campus, PJ's uses the definitions in applicable Indiana law when providing prevention information and explaining rights and options.

Dating violence - Indiana does not use a single stand-alone criminal definition identical to the federal Clery/VAWA term. PJ's uses the federal Clery/VAWA definition for Clery purposes and applies relevant Indiana protective-order and criminal laws to the reported conduct.

Domestic or family violence - Indiana Code 31-9-2-42 includes, among other conduct, causing or threatening physical harm, placing a family or household member in fear of physical harm, or forcing sexual activity by force, threat of force, or duress; for specified protective-order purposes it also includes stalking and sex offenses.

Sexual assault - Indiana law addresses sex offenses in Indiana Code 35-42-4 and incest in Indiana Code 35-46-1-3. Indiana Code 5-26.5-1-8 defines sexual assault by reference to those offenses for the state's address-confidentiality program.

Consent - Indiana does not supply one general affirmative-consent definition for all sexual offenses. Indiana sex-crime statutes address circumstances in which consent cannot be given or sexual conduct is compelled, occurs without awareness, or continues despite refusal. PJ's also applies its published sexual misconduct/Title IX policy.

Stalking - Indiana Code 35-45-10-1 defines stalking-related conduct as a knowing or intentional course of repeated or continuing harassment that would cause a reasonable person to feel terrorized, frightened, intimidated, or threatened and that actually causes the victim to feel that way.

### **Reporting and immediate assistance**

- Call 911 when there is an immediate threat or need for emergency medical assistance.
- Report to the Campus Director, Campus Security Director, or Title IX Coordinator.
- PJ's will assist a complainant who requests help notifying law enforcement.
- Victims are encouraged to preserve evidence and seek prompt medical attention. Evidence may be important for criminal, civil, or institutional proceedings.
- A report to law enforcement is not required in order to request supportive measures from PJ's.

### **Written information, supportive measures, and accommodations**

When PJ's receives a report of dating violence, domestic violence, sexual assault, or stalking, the College provides written information about rights and options, including existing medical, counseling, health, mental-health, victim-advocacy, legal, visa/immigration, student financial aid, and other services available within the institution and in the community, as applicable; options for law-enforcement reporting and protective orders; and available academic, attendance, transportation, working, or other supportive measures. Reasonably available measures may be provided whether or not the victim chooses to report to police.

### **Disciplinary proceedings**

PJ's disciplinary proceedings for dating violence, domestic violence, sexual assault, and stalking are intended to be prompt, fair, and impartial; are conducted by officials who receive annual training on these offenses and on how to conduct an investigation and hearing process that protects victim safety and promotes accountability; provide the complainant and respondent timely and equal access to information used in disciplinary meetings and hearings; provide timely notice of meetings at which either party may be present; and provide both parties the same opportunity to have an advisor of their choice present as permitted by the applicable procedure. PJ's uses the preponderance of the evidence standard. Both parties receive simultaneous written notice of the result, available appeal procedures, any change to the result, and when the result becomes final. Student sanctions may include warning or reprimand, disciplinary probation, disciplinary suspension, and disciplinary expulsion. Employee sanctions may include discipline up to and including termination.

### **Confidentiality and retaliation**

PJ's prohibits retaliation against a person for reporting or participating in a proceeding. The College protects the confidentiality of victims and other parties to the extent permitted by law and will not include personally identifying information in Clery disclosures.

National resource: RAINN National Sexual Assault Hotline, 800-656-HOPE (4673).

## **13. Sex-Offender Registration Information**

Information concerning registered sex and violent offenders in Indiana may be obtained from the Indiana Department of Correction Sex & Violent Offender Registry at <https://www.in.gov/idoc/divisions/sex-and-violent-offender-registry/>. Federal law requires states to make certain registration information available concerning registered sex offenders who are enrolled at or employed by institutions of higher education.

## **14. Hazing Policy - Stop Campus Hazing Act**

PJ's prohibits hazing. For purposes of this policy and federal Clery reporting, hazing includes any intentional, knowing, or reckless act committed by a person, individually or with others, against another person or persons, regardless of willingness to participate, that occurs in connection with initiation into, affiliation with, or maintenance of membership in a

student organization and that causes or creates a risk, above the reasonable risk encountered in the course of participation in PJ's or the organization, of physical or psychological injury.

PJ's does not establish, sponsor, recognize, or maintain any student organizations at the Muncie campus, including fraternities, sororities, Greek-letter organizations, clubs, athletic organizations, or other student groups. The federal Stop Campus Hazing Act definition of a student organization is broader than institutionally recognized organizations and can include a group in which two or more members are enrolled students even if the group is not established or recognized by PJ's. Accordingly, PJ's continues to prohibit hazing and maintains the required hazing reporting, investigation, prevention, awareness, and Clery statistical processes.

### Reporting and investigation of hazing

- Report suspected hazing promptly to the Campus Director or Campus Security Director. Call 911 for an immediate threat or medical emergency.
- Reports are documented and assessed for immediate safety needs, Clery reporting, law-enforcement notification, and interim protective measures.
- PJ's investigates alleged hazing under its student conduct procedures. The College may interview involved persons, review available records and communications, and coordinate with law enforcement when appropriate.
- Retaliation for making or participating in a hazing report is prohibited.

### Indiana law

Indiana law prohibits hazing-related conduct through applicable criminal laws and other state requirements. PJ's will evaluate reported conduct under current Indiana law in effect at the time of the incident and will refer suspected criminal conduct to law enforcement when appropriate. PJ's institutional hazing policy and the federal Clery definition apply independently of whether conduct results in a criminal charge.

### Hazing prevention and awareness program

PJ's provides a research-informed, campus-wide hazing prevention and awareness program appropriate to its nonresidential clock-hour cosmetology environment. The program is designed to reach students, staff, and faculty and addresses PJ's hazing prohibition, how to report suspected hazing, the investigation process, applicable Indiana law, warning signs and risk factors, bystander intervention, ethical leadership, and ways to build positive group cohesion without hazing. Because PJ's has no student organizations, the program is presented as part of the institution's broader student-conduct and campus-safety education rather than as student-organization or fraternity/sorority programming. PJ's retains dated evidence of program content and delivery for its compliance file.

### Campus Hazing Transparency Report

PJ's has no student organizations and identified no student organization found responsible for a hazing violation during the period applicable to this 2026 report. Accordingly, there are no Muncie hazing findings to disclose, and no Campus Hazing Transparency Report publication is required for this period. If a qualifying finding of responsibility occurs in the future, PJ's will publish and update the Campus Hazing Transparency Report as required by federal law.

## 15. Crime Statistics - Calendar Years 2023, 2024, and 2025

The following statistics reflect PJ's confirmed Muncie campus data for the 2026 reporting cycle. PJ's has confirmed zero reportable statistics for calendar years 2023, 2024, and 2025 in the applicable On Campus and Public Property categories. The Muncie campus is nonresidential: it has no on-campus student housing and no student organizations, including no fraternities, sororities, or Greek-life organizations.

### Primary criminal offenses - On Campus

| Offense                           | 2023 | 2024 | 2025 |
|-----------------------------------|------|------|------|
| Murder/non-negligent manslaughter | 0    | 0    | 0    |
| Manslaughter by negligence        | 0    | 0    | 0    |
| Rape                              | 0    | 0    | 0    |
| Fondling                          | 0    | 0    | 0    |
| Incest                            | 0    | 0    | 0    |
| Statutory rape                    | 0    | 0    | 0    |

| Offense             | 2023 | 2024 | 2025 |
|---------------------|------|------|------|
| Robbery             | 0    | 0    | 0    |
| Aggravated assault  | 0    | 0    | 0    |
| Burglary            | 0    | 0    | 0    |
| Motor vehicle theft | 0    | 0    | 0    |
| Arson               | 0    | 0    | 0    |

#### Primary criminal offenses - Public Property

| Offense                           | 2023 | 2024 | 2025 |
|-----------------------------------|------|------|------|
| Murder/non-negligent manslaughter | 0    | 0    | 0    |
| Manslaughter by negligence        | 0    | 0    | 0    |
| Rape                              | 0    | 0    | 0    |
| Fondling                          | 0    | 0    | 0    |
| Incest                            | 0    | 0    | 0    |
| Statutory rape                    | 0    | 0    | 0    |
| Robbery                           | 0    | 0    | 0    |
| Aggravated assault                | 0    | 0    | 0    |
| Burglary                          | 0    | 0    | 0    |
| Motor vehicle theft               | 0    | 0    | 0    |
| Arson                             | 0    | 0    | 0    |

### VAWA offenses

| On Campus         | 2023 | 2024 | 2025 |
|-------------------|------|------|------|
| Domestic violence | 0    | 0    | 0    |
| Dating violence   | 0    | 0    | 0    |
| Stalking          | 0    | 0    | 0    |

| Public Property   | 2023 | 2024 | 2025 |
|-------------------|------|------|------|
| Domestic violence | 0    | 0    | 0    |
| Dating violence   | 0    | 0    | 0    |
| Stalking          | 0    | 0    | 0    |

### Arrests

| On Campus                           | 2023 | 2024 | 2025 |
|-------------------------------------|------|------|------|
| Weapons: carrying, possessing, etc. | 0    | 0    | 0    |
| Drug abuse violations               | 0    | 0    | 0    |
| Liquor law violations               | 0    | 0    | 0    |

| Public Property                     | 2023 | 2024 | 2025 |
|-------------------------------------|------|------|------|
| Weapons: carrying, possessing, etc. | 0    | 0    | 0    |
| Drug abuse violations               | 0    | 0    | 0    |
| Liquor law violations               | 0    | 0    | 0    |

### Disciplinary referrals

| On Campus                           | 2023 | 2024 | 2025 |
|-------------------------------------|------|------|------|
| Weapons: carrying, possessing, etc. | 0    | 0    | 0    |
| Drug abuse violations               | 0    | 0    | 0    |
| Liquor law violations               | 0    | 0    | 0    |

| Public Property                     | 2023 | 2024 | 2025 |
|-------------------------------------|------|------|------|
| Weapons: carrying, possessing, etc. | 0    | 0    | 0    |
| Drug abuse violations               | 0    | 0    | 0    |
| Liquor law violations               | 0    | 0    | 0    |

### Hate crimes

PJ's confirmed zero hate crimes for the Muncie campus for 2023, 2024, and 2025 in both On Campus and Public Property geographies for all reportable offense and bias categories.

| Geography       | 2023 | 2024 | 2025 |
|-----------------|------|------|------|
| On Campus       | 0    | 0    | 0    |
| Public Property | 0    | 0    | 0    |

| Geography | 2023 | 2024 | 2025 |
|-----------|------|------|------|
|           |      |      |      |

#### Unfounded crimes

| Category               | 2023 | 2024 | 2025 |
|------------------------|------|------|------|
| Total unfounded crimes | 0    | 0    | 0    |

#### Hazing incidents

| Geography       | 2023                              | 2024                              | 2025 |
|-----------------|-----------------------------------|-----------------------------------|------|
| On Campus       | N/A - collection not yet required | N/A - collection not yet required | 0    |
| Public Property | N/A - collection not yet required | N/A - collection not yet required | 0    |

Federal collection of hazing statistics began January 1, 2025. PJ's confirmed that the Muncie campus had zero reported hazing incidents in Clery geography during calendar year 2025. Accordingly, the 2025 hazing count is reported as zero.