NASHVILLE FILM INSTITUTE

2026 Annual Security Report

Campus Security Crime Prevention and Hazing Policies

Report date October 1 2026
Crime statistics for calendar years 2023 2024 and 2025

191 Polk Avenue
Nashville Tennessee 37210
615 336 8224
www.nfi.edu

NFI has no on campus student housing and no noncampus property.

Report Scope and Availability

This Annual Security Report describes Nashville Film Institute policies and procedures for campus safety, crime reporting, emergency response, violence prevention, institutional disciplinary proceedings, and hazing prevention. It also discloses statistics for Clery Act crimes reported within NFI's Clery geography during calendar years 2023, 2024, and 2025.

NFI prepares this report each year from reports made to Campus Security Authorities and information requested from the Metropolitan Nashville Police Department. The Campus Director coordinates preparation of the report and the annual submission of crime statistics to the U.S. Department of Education.

By October 1 each year, NFI provides every current student and employee with an individual notice by email that states that the report is available, briefly describes its contents, gives the exact website address, and explains that a paper copy is available upon request. Prospective students and employees receive the same availability notice and may request a paper copy from the Campus Director.

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Clery Geography

NFI operates one campus at 191 Polk Avenue, Nashville, Tennessee 37210. The campus consists of the portions of the facility and grounds that NFI owns or controls and uses in direct support of its educational purposes. NFI does not maintain on-campus student housing and does not own or control noncampus buildings or property used for educational purposes.

For crime-statistics reporting, public property includes public streets, sidewalks, thoroughfares, and parking facilities that are within the campus or immediately adjacent to and accessible from the campus. General neighborhood crime that occurs beyond this defined boundary is not included in Clery statistics.

NFI reviews each reported location against its campus and public-property boundary before including the incident in the annual statistics. Crimes are categorized by location as on-campus property, public property, or noncampus property. Because NFI has no student housing, no separate on-campus housing column is required.

Reporting Crimes and Emergencies

Call 911 immediately for an emergency, a crime in progress, or an immediate threat to health or safety. For nonemergency police assistance, contact the Metropolitan Nashville Police Department at 615-862-8600.

Students, employees, and visitors should accurately and promptly report criminal activity, suspicious behavior, safety concerns, and other emergencies to the Campus Director or another Campus Security Authority. Reports may be made in person, by calling NFI at 615-336-8224, or by emailing bizcompliance@nfi.edu. NFI documents reports on an Incident Report and uses the information to assess emergency notifications, timely warnings, support measures, and annual statistical reporting.

A person may also report directly to law enforcement. NFI will assist a reporting person in contacting law enforcement upon request. Reporting to NFI does not require a person to pursue criminal charges, and a person may decline to notify law enforcement unless a report is required by law or necessary to address a serious and continuing safety threat.

Voluntary Confidential Reporting

A victim or witness may ask the Campus Director to receive a report on a voluntary and confidential basis for inclusion in the annual crime statistics. NFI will protect identifying information to the extent permitted by law and consistent with the institution's duty to protect the campus community. NFI cannot promise complete confidentiality when disclosure is required by law or when withholding information would prevent the institution from responding to a serious safety risk. Public Clery records and warnings do not identify victims.

NFI does not employ pastoral or professional counselors. Individuals who seek confidential counseling may contact the community resources listed near the end of this report.

Timely Warnings

NFI issues a timely warning when a Clery Act crime reported to a Campus Security Authority or local police occurred within NFI's Clery geography and, in NFI's judgment, represents a serious or continuing threat to students or employees. The Campus Director evaluates the nature of the crime, whether the threat is continuing, and the information available for release.

Warnings are issued as soon as pertinent information is available and may be sent by email, classroom announcement, website notice, or another method suited to the circumstances. A warning includes information that can help members of the campus community protect themselves. NFI withholds the name and other personally identifying information of a victim.

Emergency Response and Evacuation

NFI immediately notifies the appropriate segment of the campus community after confirming a significant emergency or dangerous situation on campus that involves an immediate threat to the health or safety of students or employees. The staff member on duty contacts 911 when appropriate and promptly notifies the Campus Director.

The Campus Director and responding staff, in consultation with law enforcement or emergency officials when available, determine whether a significant emergency exists, which parts of the campus community should be notified, what the notice should say, and how it should be delivered. NFI initiates the notification without delay unless responsible authorities determine that doing so would compromise efforts to assist a victim or contain, respond to, or otherwise mitigate the emergency.

Emergency communications may include email, verbal or classroom announcements, website notices, posted notices, and the building alarm system. NFI may provide information to the larger community through law enforcement, emergency management, or public announcements when appropriate.

Evacuation and Testing

- When evacuation is required, staff activate the building alarm or give direct instructions and guide occupants to the posted exits and assembly locations.

- Students and employees must follow staff and emergency responder instructions and must not reenter until authorized.
- NFI tests its emergency response and evacuation procedures at least once each calendar year. Tests may be announced or unannounced and include follow-through activities designed for assessment and evaluation.
- For each test, NFI documents the date, time, description of the exercise, whether it was announced, and any follow-up action. At least one test each year is accompanied by publication of the emergency procedures to students and employees.

Campus Security Access and Maintenance

Access to NFI facilities is limited to students, employees, authorized contractors, and invited visitors. A staff member is on duty whenever the building is occupied. The staff member may request identification, question unfamiliar persons, and direct unauthorized persons to leave. Students should carry their NFI identification while on campus.

Unoccupied and unsupervised areas are kept locked. Employees report suspicious activity, broken locks, damaged doors, inadequate lighting, obstructed exits, and other security-related maintenance concerns immediately to the Campus Director. The Campus Director coordinates correction with the property owner or building management and uses reported patterns or recurring concerns to determine whether additional security measures are needed.

Campus Security Authorities and Law Enforcement

NFI does not maintain a sworn campus police force or a campus security department. NFI employees do not have law-enforcement or arrest authority. Staff may enforce institutional rules, monitor access, request identification, and ask unauthorized persons to leave. Criminal matters are referred to the Metropolitan Nashville Police Department.

NFI maintains working contact with the Metropolitan Nashville Police Department to request crime statistics, report criminal activity, and obtain assistance. NFI does not have a written memorandum of understanding with the department for investigation of alleged criminal offenses.

Campus Security Authorities

Crimes reported to the following NFI positions are reports to Campus Security Authorities for Clery purposes:

- Campus Director
- Student Services Coordinator
- Financial Aid Administrator
- Admissions or recruiting staff with responsibility for student activities
- Equipment Room Manager
- Instructors and faculty members who supervise students or student activities
- Any employee assigned to monitor access to the building

Each Campus Security Authority must promptly forward sufficient information to the Campus Director for evaluation, warning decisions, and statistical reporting. NFI encourages accurate and prompt reports to both the institution and the police when a victim elects to report or is unable to make a report.

Security and Crime Prevention Programs

NFI provides security and crime-prevention information to new students during orientation and to new employees during onboarding. The institution also provides at least one annual refresher communication to current students and employees and distributes additional notices when a specific security concern arises.

Audience and frequency	Program content
New students at orientation	Reporting procedures, emergency contacts, campus access, evacuation routes, personal safety, and crime prevention
New employees during onboarding	Campus Security Authority duties when applicable, reporting procedures, access control, emergency response, and victim-support responsibilities
Current students and employees at least annually	Refresher on reporting, emergency procedures, crime prevention, dating and domestic violence, sexual assault, stalking, and hazing
As needed throughout the year	Timely warnings, emergency notifications, local safety concerns, and targeted prevention information

Crime-prevention guidance includes securing vehicles and valuables, using well-lit routes, remaining aware of surroundings, reporting suspicious conduct, and avoiding isolated areas when safer alternatives are available.

Off Campus Student Organizations

NFI does not recognize student organizations that own or control noncampus locations or housing facilities. If that changes, NFI will establish a process with local law enforcement to monitor and record criminal activity at those locations.

Drug Alcohol and Weapons Policies

NFI prohibits the unlawful possession, use, distribution, manufacture, or sale of alcohol or controlled substances on institutional property or in connection with an NFI activity. NFI enforces Tennessee underage-drinking laws and federal and state drug laws through institutional discipline and referral to law enforcement when appropriate. Violations may result in suspension or termination of enrollment or employment in addition to criminal penalties.

NFI provides drug- and alcohol-abuse prevention information to students and employees under the Drug-Free Schools and Communities Act. The complete standards of conduct, legal sanctions, health risks, available assistance, and institutional sanctions are provided in NFI's drug and alcohol prevention materials and catalog.

Firearms, ammunition, fireworks, explosives, and other dangerous weapons are prohibited on NFI-controlled property and at NFI-sponsored activities except when specifically authorized by law and the institution. Violations may result in removal, disciplinary action, and referral to law enforcement.

Crime Statistics for 2023 through 2025

The tables below report Clery Act crimes reported to NFI Campus Security Authorities or the Metropolitan Nashville Police Department and classified within NFI's Clery geography. NFI has no on-campus student housing and no noncampus property.

Geographic validation note The 2025 public-property figures below use all qualifying records in the MNPD surrounding-area file supplied to NFI. Before final distribution, NFI must confirm that each included location is public property within or immediately adjacent to and accessible from the campus. Incidents elsewhere in the neighborhood may not be included as Clery statistics.

Primary Crimes

On Campus Property

Offense	2023	2024	2025
Murder and non-negligent manslaughter	0	0	0
Negligent manslaughter	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

Public Property

Offense	2023	2024	2025
Murder and non-negligent manslaughter	0	0	0
Negligent manslaughter	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	2
Burglary	0	0	0
Motor vehicle theft	0	0	4

Offense	2023	2024	2025
Arson	0	0	0

Noncampus Property

NFI had no noncampus property in 2023, 2024, or 2025. All noncampus counts are zero.

VAWA Crimes and Hazing

On Campus Property

Offense	2023	2024	2025
Dating violence	0	0	0
Domestic violence	0	0	0
Stalking	0	0	0
Hazing	N A	N A	0

Public Property

Offense	2023	2024	2025
Dating violence	0	0	0
Domestic violence	0	0	0
Stalking	0	0	0
Hazing	N A	N A	0

Hazing statistics Federal hazing-statistics collection began in 2025. N A indicates that the new federal category was not applicable to the earlier reporting years.

Arrests and Disciplinary Referrals

On Campus Property

Category	2023	2024	2025
Arrests for liquor law violations	0	0	0
Arrests for drug law violations	0	0	0
Arrests for illegal weapons possession	0	0	0
Disciplinary referrals for liquor law violations	0	0	0
Disciplinary referrals for drug law violations	0	0	0
Disciplinary referrals for illegal weapons possession	0	0	0

Public Property

Category	2023	2024	2025
Arrests for liquor law violations	0	0	0
Arrests for drug law violations	0	0	2
Arrests for illegal weapons possession	0	0	0
Disciplinary referrals for liquor law violations	0	0	0
Disciplinary referrals for drug law violations	0	0	0
Disciplinary referrals for illegal weapons possession	0	0	0

The 2025 police arrest file contained two drug-law arrests. DUI and public intoxication records were not counted as Clery liquor-law arrests because federal Clery classification excludes drunkenness and driving under the influence from that category.

Hate Crimes

No hate crimes were reported within NFI's on-campus, public-property, or noncampus Clery geography in 2023, 2024, or 2025. This includes Clery primary crimes and larceny-theft, simple assault, intimidation, and destruction, damage, or vandalism of property motivated by actual or perceived race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, or disability.

Unfounded Crime Reports

Geography	2023	2024	2025
On-campus property	0	0	0
Public property	0	0	1
Noncampus property	0	0	0

MNPD classified one 2025 motor-vehicle-theft report as unfounded. It is excluded from the motor-vehicle-theft total and disclosed here. Only sworn or commissioned law-enforcement personnel may formally unfound a report for Clery purposes.

Dating Violence Domestic Violence Sexual Assault and Stalking

NFI prohibits dating violence, domestic violence, sexual assault, stalking, retaliation, and other sex-based misconduct. These prohibitions apply to students and employees and may apply regardless of whether the conduct occurs on campus when the conduct affects the NFI community or institutional programs.

Federal Definitions

Term	Definition
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, based on the reporting party's statement and the length, type, and frequency of interaction in the relationship.
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 under applicable domestic or family violence law, or another person protected under domestic or family violence law.
Sexual assault	Rape, fondling, incest, or statutory rape as defined for the FBI Uniform Crime Reporting program.
Stalking	A course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others or to suffer substantial emotional distress.

Consent

For purposes of NFI policy, consent is a knowing, voluntary, and mutual decision among participants to engage in sexual activity. Consent must be communicated by clear words or actions, may be withdrawn at any time, and cannot be inferred from silence, passivity, a prior relationship, or prior sexual activity. Consent is not valid when obtained through force, threat, coercion, or when a person is incapacitated or otherwise unable to consent.

Tennessee criminal law defines prohibited conduct through offense-specific elements rather than one general statutory definition of consent. Applicable Tennessee provisions include rape at Tennessee Code section 39-13-503, sexual battery at section 39-13-505, domestic assault at section 39-13-111, and stalking at section 39-17-315.

Prevention and Awareness Programs

NFI provides primary prevention and awareness programming to incoming students during orientation and to new employees during onboarding. NFI also provides an annual refresher and additional prevention messages for current students and employees. Programs identify prohibited conduct, explain consent, describe safe and positive bystander intervention, provide risk-reduction information, explain reporting options, identify support services, and state institutional sanctions.

Bystander intervention means safe and positive actions a person may take to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Depending on the situation, a bystander may create a distraction, ask another person for help, contact staff or law enforcement, check on someone privately, or support the person in obtaining services.

Risk-reduction information is intended to increase safety and empowerment and reduce perpetration and bystander inaction. It does not place responsibility for misconduct on a victim.

Procedures for Victims

1. Go to a safe place and call 911 if there is an immediate danger or need for emergency medical care.
2. Preserve evidence. Avoid washing, changing clothes, deleting messages, altering digital records, or cleaning the location when doing so is safe. Save messages, photographs, social-media posts, and other records that may assist an investigation or an order of protection.

3. Seek medical care. A medical provider can treat injuries, address pregnancy or infection concerns, and discuss a forensic examination. A person may seek care without deciding immediately whether to pursue criminal charges.
4. Report to the Campus Director, another Campus Security Authority, law enforcement, or any combination of these options. NFI will assist with a police report if requested, and the victim may decline to notify law enforcement.
5. Ask NFI for a written explanation of rights and options, available services, and reasonably available academic, transportation, and working accommodations or protective measures.

NFI completes public recordkeeping and Clery disclosures without personally identifying a victim. NFI keeps accommodations and protective measures confidential to the extent confidentiality does not impair its ability to provide them.

Supportive and Protective Measures

Upon request and when reasonably available, NFI may adjust class or work schedules, provide campus-access restrictions, issue a no-contact directive, arrange an escort, change an assignment or seating arrangement, or provide another measure appropriate to the circumstances. These measures are available regardless of whether the victim reports to law enforcement. NFI also provides written information about counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other community services.

Institutional Disciplinary Procedures

NFI uses a prompt, fair, and impartial process for allegations of dating violence, domestic violence, sexual assault, stalking, and other serious misconduct. The process is conducted by officials who receive annual training on the covered offenses, trauma-informed practices, impartial investigations, hearings, and protection of participant safety. An official with a conflict of interest or bias for or against a complainant or respondent may not participate.

Notice Investigation and Hearing

- NFI provides the complainant and respondent written notice of the allegations and sufficient time to prepare before any meeting or hearing.
- Both parties receive timely notice of meetings and equal opportunities to identify witnesses and submit relevant information.
- Both parties receive timely and equal access to information that will be used in the proceeding, consistent with law and appropriate privacy protections.
- Each party may be accompanied to any related meeting or proceeding by an advisor of the party's choice. NFI applies any participation limits equally to both parties.
- Interim supportive measures may be used to protect safety and preserve access to education or employment without unreasonably burdening either party.
- NFI seeks to complete the process within 60 calendar days. If additional time is needed for good cause, NFI provides written notice of the reason and revised timing to both parties.

The Disciplinary Committee considers relevant information and determines responsibility using the preponderance-of-the-evidence standard, meaning whether it is more likely than not that the policy violation occurred.

Outcome Sanctions and Appeal

NFI simultaneously provides the complainant and respondent written notice of the result, the rationale, sanctions that NFI is permitted to disclose, appeal procedures, any change to the result, and when the result becomes final. Either party may appeal by submitting the required appeal form within five business days of receiving the written outcome. An impartial Appeals Committee reviews the appeal, and its decision is final.

Sanctions may include a warning, conduct probation, loss of privileges, schedule or assignment changes, education or counseling requirements, suspension, dismissal, termination of enrollment, or termination of employment. NFI prohibits retaliation against any person who reports misconduct, seeks assistance, participates in a proceeding, or exercises rights under this policy.

Hazing Policy Reporting and Prevention

NFI prohibits hazing by any student, employee, or student organization. Consent to participate does not excuse hazing. Retaliation against a person who reports hazing, assists another person in reporting, participates in an investigation, or refuses to participate in hazing is prohibited.

Definition of Hazing

Hazing is 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 the course of initiation into, affiliation with, or maintenance of membership in a student organization and causes or creates a risk of physical or psychological injury above the reasonable risk encountered through participation in the institution or organization.

Examples include striking or whipping; forced or coerced consumption of food, alcohol, drugs, or other substances; sleep deprivation; exposure to the elements; confinement; extreme physical activity; forced sexual acts; threats that create fear of bodily harm; criminal conduct; or requiring another person to perform a task that violates the law. A student organization includes any group at NFI with two or more enrolled students, whether or not NFI formally recognizes the group.

Tennessee Law

Tennessee Code section 49-7-123 prohibits hazing by a student or organization operating under the sanction of a higher education institution. Tennessee law defines hazing as an intentional or reckless act in Tennessee, on or off institutional property, directed against another student that endangers mental or physical health or safety or induces or coerces the student to endanger mental or physical health or safety in connection with initiation into or affiliation with an organization. Customary athletic events and similar contests or competitions are excluded.

Reporting and Investigation

Report hazing to the Campus Director in person, at 615-336-8224, or at bizcompliance@nfi.edu. Call 911 for immediate danger. A report may also be made to another Campus Security Authority or directly to the Metropolitan Nashville Police Department. Reports should include known dates, locations, persons or groups involved, witnesses, and available photographs, messages, or other evidence.

The Campus Director conducts or assigns a prompt and impartial investigation, determines necessary supportive or emergency measures, preserves relevant information, and refers suspected criminal conduct to law enforcement when appropriate. NFI provides notice and an opportunity to respond before making a responsibility determination. Individual sanctions may include suspension, dismissal, or termination. An organization may lose privileges or recognition and may be restricted or dissolved.

Hazing Prevention and Awareness

NFI provides research-informed, campus-wide hazing prevention to students, staff, and faculty. The program is delivered to new students during orientation, to new employees during onboarding, and to the campus community through an annual refresher. It explains federal and Tennessee definitions, reporting and investigation procedures, examples and warning signs, bystander-intervention skills, ethical leadership, and ways to build group cohesion without hazing.

NFI began collecting hazing incident statistics in 2025. If NFI issues a finding that an established or recognized student organization violated the hazing policy, NFI will publish a Campus Hazing Transparency

Report on its public website and update it at least twice each year when new findings occur. The report will exclude personally identifying student information and will be maintained as required by federal law.

Sex Offender Registry and Support Resources

Information about registered sex offenders in Tennessee is available through the Tennessee Bureau of Investigation Sex Offender Registry.

Tennessee Sex Offender Registry

Resource	Contact
Emergency police fire or medical assistance	911
Metropolitan Nashville Police nonemergency	615-862-8600
Nashville Sexual Assault Center 24 hour Crisis and Support Line	1-866-811-7473
Nashville Sexual Assault Center SAFE Clinic	615-258-5888
National Sexual Assault Hotline RAINN	800-656-4673
National Domestic Violence Hotline	800-799-7233
NFI Campus Director	615-336-8224 bizcompliance@nfi.edu

Housing and Fire Safety Requirements

NFI does not provide on-campus student housing. The Clery missing-student-notification policy and the separate annual fire-safety report and fire-log requirements for institutions with on-campus student housing do not apply to NFI.

References

- U.S. Department of Education Federal Student Aid Handbook 2026 to 2027 Volume 2 Chapter 6
- Stop Campus Hazing Act Public Law 118 173
- Clery regulations at 34 CFR 668.41 and 668.46
- Tennessee Code section 49 7 123 Hazing
- Tennessee Bureau of Investigation Sex Offender Registry
- Metropolitan Nashville Police Department
- Nashville Sexual Assault Center

Report issued October 1, 2026. Questions or requests for a paper copy may be directed to the NFI Campus Director at 615-336-8224 or bizcompliance@nfi.edu.

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Student Signature Date