



Dear incoming student,

As the Vice Provost/Vice President for Campus Life, I am delighted to welcome you to the Duke community as you begin your graduate studies. My colleagues in the [Division of Student Affairs](#) are eager to support your experience on campus in many ways, and we look forward to meeting you and helping you thrive during your time in Durham.

I write today to inform you of Duke's policies around sexual misconduct and harassment, and to inform you of the mandatory requirement that all incoming graduate and professional school students complete a two-part online course around sexual misconduct prevention, policies and resources.

Duke's [Student Sexual Misconduct Policy](#) prohibits sexual misconduct, including sexual harassment, sexual violence, relationship violence and stalking committed by students. Duke's [Harassment Policy and Procedures](#) prohibit sexual misconduct by faculty, staff and third parties. Please take time to review these policies carefully. As mentioned above, the University also requires all new graduate and professional students to complete *Sexual Assault Prevention for Graduate Students*, an online course used on over 500 campuses nationwide. The course provides further information about sexual misconduct, the importance of consent and prevention and support resources available to you throughout your time on campus.

Graduate and professional students must complete the majority of the course online before arriving on campus. Approximately 45 days after passing Part One of the course exam, students are required to complete the brief final chapter and a follow-up survey. **PLEASE NOTE ALL SURVEY RESPONSES ARE STRICTLY CONFIDENTIAL.** The University will only receive aggregate information about the student body as a whole and will never see individual student answers.

If you would like further information around sexual misconduct prevention and support resources at Duke, or if you have any concerns about this requirement, please contact the Women's Center at SAPGrad@duke.edu.

Thank you for your attention to this important topic. We are committed to providing a safe and healthy living and learning environment here at Duke and we look forward to welcoming you to campus soon.

Sincerely yours,

Mary Pat McMahon
Vice Provost/Vice President of Campus Life

BELOW ARE INSTRUCTIONS FOR COMPLETION

For *Sexual Assault Prevention for Graduate Students*, two sections need to be completed to fulfill the requirement. Part One of the course takes roughly 1 hour to complete.

This section includes:

- Pre-test
- Modules 1-6
- Post Test

Post Survey occurs 45 days after you complete the Post Test.

You will receive an email asking you to complete the modules.

Due dates for students to complete Sexual Assault Prevention for Graduate Students®:

****DEADLINE TO COMPLETE PART ONE – AUGUST 12, 2019 ****

****DEADLINE TO COMPLETE PART TWO – OCTOBER 25, 2019****

IT IS REQUIRED that each student complete *Sexual Assault Prevention for Graduate Students* ® by **OCTOBER 25, 2019**. The module is considered complete after the FINAL EXAM is finished. You must earn a score of 85 or higher to pass.

LOG-ON INSTRUCTIONS:

PART ONE - Follow the URL: <https://shib.everfi.net/login/default.aspx?id=dukesapp>

You will be asked to provide your Duke username and password in order to register for the module. Once you have registered, you may complete Part One of the module. Please note that the module will take approximately one hour to complete so plan your time accordingly.

PART TWO - If you haven't already, bookmark the Women's Center website as a source of gender violence prevention information throughout the year.

Then, go to: <https://shib.everfi.net/login/default.aspx?id=dukesapp>

Log in as a Returning User and enter your Duke e-mail address and password you used when you first logged into the course.

IF YOU NEED TECHNICAL SUPPORT

Should you experience any difficulties or require support, the Sexual Assault Prevention for Graduate Students Online Technical Support Center is available 24 hours a day, 7 days a week. You can simply click on the "Help" button located in the upper right-hand corner of every *Sexual Assault Prevention for Graduate Students* screen. You do not need to be logged into the course to access the Help Site. You may also call Sexual Assault Prevention for Graduate Students Help Desk at 1-866-384-9062 and a support representative will be happy to assist you.

IF YOU NEED ANY OTHER FORM OF SUPPORT

Should you have questions regarding deadlines in completing the course, questions about content, or are in need of emotional support after sitting through the course, please contact someone at the Women's Center at SAPGrad@duke.edu

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