



Campus Security Authority Incident Report Form

Do not provide name/contact information if the person reporting the incident wishes to remain anonymous.

The Campus Security Authority (CSA) is to document as much of the requested information on the form, excluding identity if confidentiality is requested, as s/he knows. The awareness can come from a direct report from a student or staff member or from a third party.

Incident Contact Information:

First Name _____ Last Name _____

Phone Number _____ Email _____

Incident Details and Description:

Date incident reported to CSA (mm/dd/yy) _____ Date of incident (mm/dd/yy) _____

Or Approximate Incident date range _____

Incident Location: What best describes the location of the crime? _____

Address if available _____

Incident Category (select all that apply):

Homicide - Murder | Non-negligent manslaughter; and negligent manslaughter (including vehicular manslaughter)

Aggravated Assault | Unlawful attach upon another with intent to inflict sever injury or great bodily

Sex Offense (forcible) | Rape; sodomy; sexual fondling; or sexual assault with object
If forcible sex offense, were the victim and the offender acquainted (did they know each other)?

Yes No Unknown

Sex Offense (non-forcible) | Statutory rape (victim under the legal age of consent) or incest

Burglary | Unlawful entry into a structure to commit a felony or theft

Robbery | Taking or attempting to take something by force; violence; threat; or by putting victim in fear

Motor Vehicle Theft | Theft of automobiles; trucks; etc.; including "joyriding" (taking by person without lawful access)

Arson | Willful or malicious burning / attempt to burn structure; vehicle; or personal property of another



Liquor (A) Drug (B) and/or Weapon Law (C) Violation

If the incident was a liquor, drug or weapon law violation, please indicate if the incident involved an arrest (any individual) or if the violation resulted in a student disciplinary referral instead of an arrest:

(A) Liquor | Underage possession or consumption; distribution to minors Arrest Disciplinary Referral

(B) Drug | Use; possession or distribution of controlled substances or possession of drug paraphernalia Arrest Disciplinary Referral

(C) Weapon Law | Possession or use of an illegal weapon Arrest Disciplinary Referral

Dating Violence

Violence committed by a person (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (B) where the existence of such a relationship shall be determined based on a consideration of the following factors:

- (i) The length of the relationship;
- (ii) The type of relationship;
- (iii) The frequency of interaction between the persons involved in the relationship. Dating violence includes threats of, or use of, physical, sexual, verbal, emotional, economic or psychological action to influence or control the victim.

Domestic Violence

Felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

Stalking

Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others, or suffer substantial emotional distress.

Other Crime

Category _____

If, to your knowledge, a law enforcement agency was notified, please enter the name of that agency



Reported By: Was the crime reported to you by the victim, a third party, or both? If so, choose one or both. Third Party Victim

If a third party reported the crime to you, please enter the relationship of the third party to the victim

Reporting Party First and Last Name _____

Reporting Party Phone Number _____

Confidential Reporting

Victims of a crime who may not wish to pursue action within the CIAM system or the criminal justice system, are encouraged to consider making a confidential report. Any CSA can file a report on the details of an incident without revealing the victim's identity. The purpose of a confidential report is to comply with a victim's wish to keep the matter confidential, while taking steps to ensure the future safety of others. Reports about sex offenses do not have to be formal signed complaints. Information may be provided in confidence to the Title IX Coordinator who will make every attempt to maintain your and the victim's privacy in accordance with your request and FERPA regulations unless the School is under an obligation to disclose the victim's identity to protect the safety of others. You will be informed if the School cannot maintain the requested confidentiality of the information. With this information, the School is able to accurately record the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method or assailant, and alert the community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the School. CIAM strongly encourages persons who are victims of a sex offense or that witness a sex offense to report the incident to the Title IX Coordinator voluntarily and on a confidential basis to permit the inclusion of that information in the School's annual crime statistics. The School is required to, and will, keep the identity of victims of sexual violence private in any public report of Clery Act crimes, including this Report.

CIAM is committed to protecting the privacy of individuals who report criminal incidents, to the extent that doing so is permitted by law and consistent with the School's need to protect the safety of the community. In some cases, confidentiality cannot be maintained based on several factors, including the severity of the alleged incident, the nature of the parties involved (e.g. professor or student), and if this complaint falls within a pattern of behavior warranting intervention or action on behalf of the School.