

Crime Incident Report Form

This form should be completed by those individuals identified as “campus security authorities” who are required to report information they receive about specified crimes (described below) pursuant to the federal *Clery Act*. The information collected from these forms will be used to prepare a compilation of statistical crime information that will be included in the campus’ Annual Security Report.

It is the policy of the SWOSU to ensure that victims and witnesses to crime are aware of their right to report criminal acts to the police, and to report University policy violations to the appropriate office (e.g., student conduct violations to the Office of Dean of Students). However, if a reporting person requests anonymity, this request must be honored to the extent permitted by law. Accordingly, no information should be included on this form that would personally identify the victim without his/her consent.

SWOSU Campus Police will use this form to determine the category of crime and location under which the crime should be reported according to the requirements of the *Clery Act*. Please forward this completed form to:

SWOSU Campus Police Department via campus mail or fax (580) 774-7116

Person Receiving Report: _____

Phone Number: _____

Report Made by:

_____ Victim

_____ Third Party Please identify relationship to victim: _____

Date and Time the Incident occurred: _____

Description of the incident or crime: _____

Location of Incident

Identify building name, address, etc.; be as specific as possible): _____

The location where this incident occurred was:

- _____ On campus, but not in student housing
_____ On campus student housing
_____ Off-campus affiliated property (owned, controlled, or affiliated with the campus; e.g.,
leased property, fraternity, student co-op)
_____ Off-campus public property immediately adjacent to campus
_____ Off-campus, NOT affiliated with or not adjacent to campus
_____ Unknown

Sex Offenses

Examples of sex offenses are rape, sodomy, sexual assault with an object, fondling, incest, and statutory rape.

Was this crime a sexual offense ? _____ Yes _____ No

If yes, were the victim and the assailant acquainted? _____ Yes _____ No

If yes, were either the victim or the assailant under the influence of alcohol or drugs?

Victim: _____ No _____ Yes, alcohol _____ Yes, drugs _____

Assailant: _____ No _____ Yes, alcohol _____ Yes, drugs _____

Hate Crimes

Hate crime information is required to be reported for each of the following crimes (criminal homicide, sex offense, robbery, aggravated assault, burglary, motor vehicle theft, and arson) and for any other crime involving bodily injury.

Was this incident motivated by hate or bias? _____ Yes ; _____ No .

If yes, identify the category of prejudice:

_____ Race _____ Ethnicity _____ National Origin
_____ Religion _____ Disability _____ Sexual Orientation

If yes, provide a brief explanation of the determination:

Alcohol, Drug and Weapons Law Violations

Check all that apply:

_____ Alcohol _____ Drugs _____ Weapons Describe:

Referred for campus disciplinary action? _____

Referred to campus police? _____