



Campus Security Authority Incident Report Form

Do not provide name/contact information if the person reporting the incident requests confidentiality.

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. University Police will use the submitted information to verify the appropriate classification of the crime.

PLEASE FILL OUT ALL RELEVANT FIELDS.

Date Incident Reported to CSA: MM/DD/YYYY

CSA contact information (**entry of contact information is mandatory*)

First and Last Name*:

Phone*: XXX-XXX-XXXX

E-mail:

Date(s) of incident occurrence (SELECT ONE)

Specific Date: MM/DD/YYYY

Date Range: to

Date(s) Unknown:

Incident description: Provide specific information related to the reported incident:

Select the category that best fits the description of the crime you are reporting:

- Homicide** – Murder, non-negligent manslaughter, and negligent manslaughter (including vehicular manslaughter)
- Aggravated assault** - unlawful attack upon another with intent to inflict severe injury or great bodily harm

- Sex offense, forcible** - Rape, sodomy, sexual fondling, or sexual assault with object
Were the victim and offender acquainted?
 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 / 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 (note below if incident involved an arrest (any individual) or if violation resulted in a student referral instead of an arrest)** - (A) underage possession or consumption, distribution to minors (B) use, possession or distribution of controlled substances or possession of drug paraphernalia (C) possession or use of an illegal weapon.

Liquor Law Violation

Arrest or, Student Referral

Drug Law Violation

Arrest or, Student Referral

Weapon Law Violation

Arrest or, Student Referral

Other crime (Note crime type below)

To your knowledge, was law enforcement notified? If so, what agency?

Was the crime reported to you by the victim or third party?

**Skip entry of reporting party name and phone number if confidentially requested.*

Victim

Third Party

***If Third Party, please identify relationship to victim:**

Reporting Party First and Last Name:

Phone:

XXX-XXX-XXXX

What best describes the location of the crime?

If the crime occurred in multiple places, check all that apply.

- On-campus, residence hall, fraternity or sorority
- On-campus, not in a residence hall
- Off-campus, public property immediately adjacent to campus (sidewalks, streets, etc)
- Off-campus in University leased or controlled space
- Off-campus, NOT affiliated with and NOT adjacent to campus
- Unknown location

If known, provide specific occurrence location (building name, street address, office number, etc.).

Is there evidence that this crime was motivated by bias? Yes No

If you answered "No" to the above question: skip to the directions at the bottom of the page.

If you answered "Yes" to the above question: complete the following sections:

Identify the potential category of prejudice (check all that apply):

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

Provide a brief summary of the evidence supporting a bias motivation:

Once completed, save form and email to geb4@psu.edu print out and send to:
Penn State Wilkes-Barre, Attn: Gary Beisel, PO Box PSU, Lehman, PA 18627

