

CAMPUS SECURITY AUTHORITY REPORTING FORM

Date of report: _____

Name of Campus Security Authority: _____

Date that incident occurred (mm/dd/yyyy): _____

If multiple incidents were reported or if the date the incident occurred is unknown, please note below:

REPORTING PERSON CONTACT INFORMATION

Reported By: <input type="checkbox"/> The Victim <input type="checkbox"/> A Third Party <input type="checkbox"/> Other:	
First Name:	Last Name:
Phone Number:	E-mail Address:
If a third party reported the crime to you, please enter the relationship of the third party to the victim:	

AGENCY NOTIFIED

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

Does the victim want the incident reported to law enforcement: Yes No

INCIDENT INFORMATION

Location of incident (<i>building name, street address, office number</i>):
Time of incident (<i>if known</i>):
Incident description (<i>Please provide specific, detailed information; can attach additional document if necessary.</i>):

Once completed, please send this form to:
Magaly Perez, Clery Act Compliance Manager
clery@sandiego.edu or magalyperez@sandiego.edu

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Clery Crime Category:	(Please see attached for definitions of offenses.)				
Murder/ Non-Negligent Manslaughter	<input type="checkbox"/>	Manslaughter by Negligence	<input type="checkbox"/>	Hazing	<input type="checkbox"/>
				I am unsure how to classify this incident	<input type="checkbox"/>
Rape	<input type="checkbox"/>	Fondling	<input type="checkbox"/>	Other Crime Category: <i>If the crime was not listed in this table, please enter the additional crime category:</i>	
Incest	<input type="checkbox"/>	Statutory Rape	<input type="checkbox"/>		
Robbery	<input type="checkbox"/>	Aggravated Assault	<input type="checkbox"/>		
Burglary	<input type="checkbox"/>	Motor Vehicle Theft	<input type="checkbox"/>		
Arson	<input type="checkbox"/>				
Dating Violence	<input type="checkbox"/>	Domestic Violence	<input type="checkbox"/>		
Stalking	<input type="checkbox"/>				
Hate Crime	<input type="checkbox"/>	<i>In addition to the Clery Crimes listed above, hate crime incidents may also include:</i>			
		Larceny-Theft	<input type="checkbox"/>		
		Simple Assault	<input type="checkbox"/>		
		Intimidation	<input type="checkbox"/>		
		Destruction/Damage/Vandalism of Property	<input type="checkbox"/>		
Arrest for Liquor Law Violation	<input type="checkbox"/>	Disciplinary Referral for Liquor Law Violation	<input type="checkbox"/>		
Arrest for Drug Abuse Violation	<input type="checkbox"/>	Disciplinary Referral for Drug Abuse Violation	<input type="checkbox"/>		
Arrest for Weapons Law Violation	<input type="checkbox"/>	Disciplinary Referral for Weapons Law Violation	<input type="checkbox"/>		

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

If yes, please choose any/all categories of prejudice that apply:

- | | | | |
|---------------------------------|------------------------------------|--|---|
| <input type="checkbox"/> Race | <input type="checkbox"/> Ethnicity | <input type="checkbox"/> Disability | <input type="checkbox"/> Gender Identity |
| <input type="checkbox"/> Gender | <input type="checkbox"/> Religion | <input type="checkbox"/> National Origin | <input type="checkbox"/> Sexual Orientation |

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If you answered “yes” to the Motivated by Bias question, please provide a summary of the evidence supporting a bias motivation:

LOCATION

What best describes the location of the crime? *(If the crime occurred in multiple places, check all that apply. Please see the attached for further explanation as the geography.)*

- On-campus, not in a residence hall/student housing
- On-campus, in a residence hall/student housing
- Public property immediately adjacent to campus
- Noncampus in a University owned, leased, or controlled space (i.e., off-campus classroom)
- Unknown location
- Other (I do not know which category this location would fall under)

Please review the information provided within this form.

When complete, submit the form to:

Attn: Magaly Perez
clery@sandiego.edu or magalyperez@sandiego.edu
(619) 260-4768

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Murder/Non-Negligent Manslaughter	The willful (non-negligent) killing of one human being by another.
Manslaughter by Negligence	The killing of another person through gross negligence.
Sexual Assault (Sex Offenses)	Any sexual act directed against another person without the consent of the victim, including instances where the victim is incapable of giving consent.
	Rape: The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
	Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
	Incest: Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
	Statutory Rape: Sexual intercourse with a person who is under the statutory age of consent.
Robbery	The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
Aggravated Assault	An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault is usually accompanied by the use of a weapon or means likely to produce death or great bodily harm.
Burglary	The unlawful entry of a structure to commit a felony or a theft.
Motor Vehicle Theft	The theft or attempted theft of a motor vehicle.
Arson	Willful or malicious burning or attempt to burn with or without intent to defraud a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

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<p>Dating Violence</p>	<p>Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of:</p> <ul style="list-style-type: none"> • The length of the relationship. • The type of the relationship. • The frequency of interaction between the persons involved in the relationship.
<p>Domestic Violence</p>	<p>A felony or misdemeanor crime of violence committed:</p> <ul style="list-style-type: none"> • 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 in which the crime of violence occurred; 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 in which the crime of violence occurred.
<p>Stalking</p>	<p>Engaging in 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 suffer substantial emotional distress.</p>
<p>Hate Crime</p>	<p>A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. In addition to Clery Crimes defined above, Hate Crimes also include:</p> <p>Larceny-Theft: The unlawful taking, carrying, leading, or riding away from property from the possession or constructive possession of another.</p> <p>Simple Assault: An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, sever laceration, or loss of consciousness.</p>

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Hate Crime (continued)	Intimidation: Unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
	Destruction/Damage/Vandalism of Property: To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.
Arrests & Referrals for Disciplinary Action	Under the Clery Act, institutions must also report arrests and referrals for disciplinary action for weapons law violations, drug abuse violations, and liquor law violations.
	Liquor Law Violations: The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence or drunkenness.
	Drug Abuse Violations: The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use.
	Weapons Law Violations-Carrying, Possessing, etc.: The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.
Hazing	For purposes of reporting statistics, hazing means: <p>“any intentional, knowing, or reckless act committed by a person (whether individually or in concert with other persons), against another person or persons regardless of the willingness of such other person or persons to participate, that-</p> <ul style="list-style-type: none"> • is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in, a student organization; and • causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as the physical preparation necessary for participation in an athletic team), of physical or psychological injury” including-

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Hazing (continued)	<ul style="list-style-type: none">• physical abuse, sleep deprivation, substance ingestion, sexual violence, intimidation, and criminal violations of local, state, tribal, or federal law.
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GEOGRAPHY DEFINITIONS

On-Campus:

- Any building or property owned or controlled by an institution within the same reasonably contiguous* geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and
- Any building or property that is within or reasonably contiguous to paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as food or other retail vendors).

On-Campus Student Housing Facility:

- Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus.

Noncampus Building or Property:

- Any building or property owned or controlled by a student organization that is officially recognized by the institution; or
- Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution

Public Property:

- All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

**The Department of Education considers it reasonable to consider locations within one mile of campus borders as reasonably contiguous (on a case-by-case basis).*

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