Western Oregon University
Campus Security Authority Report Form

This form should be used by those individuals who are required to file reports on specific crime information that is reported to them as per the federal Clery Act. The information contained in these forms will be used to compile the statistical data necessary for the submittal of our annual crime report.

Western Oregon University strongly urges all victims and witnesses of crimes to report those incidents to the Campus public Safety and the local police, and to report any policy violations to the appropriate school authorities. **However, if a reporting person request anonymity, this request must be honored to their extent permitted by law. Accordingly, no information in this form should be included that would personally identify the victim without her/his consent.**

Campus Public Safety will use the information submitted to determine the appropriate category for the crime according to the requirements of the Clery Act.

**Please forward this completed form to: CPS Watson House “Clery Report”**

Campus Security Authority Name: __________________________ Phone: ___________

Signature of CSA filing report: ______________________________________________

Crime Reported By: ______ Victim _____ Third Party

Name of reporting person: __________________________________________________

(Do not fill in if anonymity requested)

If third party, identify relationship to victim: ____________________________________

Date and time incident occurred: _____________________________________________

Location where incident occurred (be as specific as possible) ____________________

_________________________________
CSA Report Form (cont’d)

Location where incident occurred is:

_____ On campus, but not in residence housing
_____ On campus residence housing (includes residence halls, family housing, etc)
_____ Off campus affiliated property (owned, controlled, leased, etc)
_____ Off campus non-affiliated property
_____ Public property immediately adjacent to campus (streets, sidewalks, etc)

SEX OFFENSES

*Examples of sex offenses are rape, sodomy, sexual assault, fondling, incest, statutory rape.*

Was this crime a sex offense?  _____ Yes  _____ No

Was the crime committed forcibly and/or against the victim’s will?  _____ Yes  _____ No

Was the victim incapable of giving consent because of their age or temporary or permanent mental or physical incapacity?  _____ Yes  _____ No

If yes was the victim or assailant under the influence of alcohol or drugs?
Victim:  _____ Alcohol  _____ Drugs
Assailant:  _____ Alcohol  _____ Drugs

HATE CRIMES

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

Is there reason to believe that this incident was motivated by hate or bias?  _____ Yes  _____ No

If yes, identify the category of prejudice (check all that applies):
_____ Race  _____ Ethnicity  _____ National Origin
_____ Religion  _____ Disability  _____ Sexual Orientation

Brief explanation of the determination ____________________________________________________

Alcohol, Drug, & Weapons Violations

Number of individuals referred for campus disciplinary action for
_____ Alcohol  _____ Drugs  _____ Weapons
CSA Report Form (cont’d)

Description of incident or crime reported:

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