



Campus Security Authority Crime Reporting Form

As a Campus Security Authority (CSA), you must report Clery Act reportable crimes to the South Texas College Department of Public Safety immediately by calling 956-872-4444 when you receive information concerning a crime and forward the completed form to the Department of Public Safety.

This form may also be used to record and report any crime (not just a Clery Act specific crime) which is reported to the Campus Security Authority. The Department of Public Safety will use this form to determine the category of crime under which the crime should be reported according to the requirements of the Clery Act.

Section 1 Annual Clery Report Declaration

This section is to be used by December 31 of the reporting year, only when the Campus Security Authority has not submitted a report during the reporting year. **If no crimes were reported to you, please complete this section ONLY.**

I affirm that no Clery Reportable Crimes were reported to me during the calendar year.

CSA Name: _____ Department: _____

Phone/Email: _____ Reporting Year: _____

Signature: _____ Date Submitted: _____

Section 2 Clery Reportable Crime Report

Complete this section if a Clery reportable crime was reported to you, if more than one Clery reportable crime was reported to you, fill out one of these forms for each crime reported.

CSA Name: _____ Department: _____

Phone/Email: _____ Date Submitted: _____

Date Incident Occurred: _____ Time Incident Occurred: _____

Location of Incident (building name or address): _____

Crime (see definitions below): _____

Brief description of the incident: _____

Did the crime occur on College owned, controlled, or leased property? Yes ☐ No ☐

Did the crime occur at a College sponsored activity? Yes ☐ No ☐

Section 3 Hate Crimes

Complete this section additionally only if the victim(s) of the reported crime was/were targeted specifically of bias/prejudice against the victim.

Type of Bias: ☐ Race ☐ Religion ☐ Ethnicity ☐ Gender ☐ Sexual Orientation ☐ Disability

Type of Crime: ☐ Vandalism ☐ Larceny ☐ Intimidation ☐ Simple Assault

Provide a brief description of why you believe the crime was motivated by hate or bias:

Signature: _____ Date Submitted: _____

Primary Crimes

Murder/Non-Negligent Manslaughter

The willful (non-negligent) killing of a human being by another

Negligent Manslaughter

The killing of another person through gross negligence.

Robbery

The taking or attempting to take anything from value of 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 usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed.

Rape

The carnal knowledge of a person, forcibly and/or against the person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

Fondling

The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because his/her temporary or permanent mental incapacity.

Incest

Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape

Non-forcible sexual intercourse with a person who is under the statutory age of consent.

Arson

The willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, or personal property of another kind.

Burglary

The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking and all attempts to commit any of the aforementioned.

Motor Vehicle Theft

The taking of a motor vehicle (as defined) without the consent of the owner with the intent to either permanently or temporarily deprive the owner of the vehicle. (Includes attempts)

Weapons Law Violations

The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; all attempts to commit any of the aforementioned.

Drug Abuse Violations

Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone's); and dangerous non-narcotic drugs (barbiturates, Benzedrine)

Liquor Law Violations

The violations of laws or ordinance prohibiting the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor, maintaining unlawful drinking places; bootlegging operating a still; furnishing liquor to minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

Hate Crimes

A criminal offense committed against a person or property that is motivated, in whole or in part, by the offender's bias. Hate-specific crimes may include any of the above defined crimes or also:

Larceny

The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

Vandalism

To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any such means as may be specified by local law.

Intimidation

To 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.

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, severe laceration or loss of consciousness.

VAWA Offenses - Violence against Women Act

Dating Violence

Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

Domestic Violence

Felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, a person whom the victim shares a child in common, a person who is cohabitating with or has cohabitated with the victim as a spouse or someone similarly situated to spouse.

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.