St. Lawrence University
Sexual Assault Report Form

This form is for the purpose of collecting data to determine the number of incidents occurring within this community in order to comply with federal law and to develop appropriate resources.

Assault reported to (optional): ________________________________ Date: ________________

<table>
<thead>
<tr>
<th>General descriptions of (attempted) Rape/Sexual Assault, including info. about whether the assault was reported to anyone or not.</th>
<th>SURVIVOR INFORMATION</th>
<th>ASSAILANT INFORMATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date</td>
<td>Time (Day/Night)</td>
<td>Male/Female</td>
</tr>
<tr>
<td></td>
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<td>Student Status (Fr., Sr., etc.)</td>
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<td>Student/Non-Student</td>
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<td>Stranger or Acquaint</td>
<td># of Assail. (s)</td>
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<td>Student/Non-Student</td>
</tr>
<tr>
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<td>Res/Non-Res</td>
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Location of Incident: ________________________________

Did the incident occur on St. Lawrence University owned or controlled property?

Yes ☐ No ☐ Unknown ☐

Was the location:

1) on campus in residence halls? ☐ Yes ☐ No
2) on campus property or grounds? ☐ Yes ☐ No
3) non-campus buildings or property? ☐ Yes ☐ No
3) public property? ☐ Yes ☐ No

Did the incident occur at a University-sponsored activity/event?

Yes ☐ No ☐ Unknown ☐

Attachment A Instructions

1. This form is intended for use in cases of rape and/or sexual assault or attempted rape and/or sexual assault.

2. Do not complete this form in presence of the assault survivor.

3. Do not include the survivor’s name or other identifying information (e.g. student identification number, address, phone no.) on this form.

4. Record as much requested data as possible based on information volunteered or discussed. Do not pry for information; just list the information obtained in the conversation.

5. Complete this form even if the survivor indicates that he or she has spoken with another person on campus and even if you will be referring the survivor to another department.

6. Completed forms should be forwarded to: Patrick W. Gagnon, AVP of Safety & Security
Definitions for Classification Purposes:
Check the correct classification of the incident you are reporting in the box in the left margin.

Sex Offenses Definitions from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program

Sex Offenses - Forcible
Any sexual act directed against another person, 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.

A. Forcible 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).

B. Forcible Sodomy
☐ Oral or anal sexual intercourse with another person, forcibly and/or against that person’s will; or not forcibly against the person’s will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity.

C. Sexual Assault With an Object
☐ The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, 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 of his/her temporary or permanent mental or physical incapacity.

D. Forcible 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 of his/her temporary or permanent mental incapacity.

Sex Offenses – Non-forcible
Unlawful, non-forcible sexual intercourse.

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

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

From:

Area of Responsibility:

Date:

Please forward this form to:
Patrick W. Gagnon
AVP of Safety & Security
St. Lawrence University
### St. Lawrence University
#### Crime Statistic Report Form

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<thead>
<tr>
<th>Reporting Person:</th>
<th>Phone Number:</th>
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<tr>
<th>Classification (see definitions below):</th>
<th>Date Incident Occurred:</th>
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<th>Location of Incident (building name or address):</th>
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<tr>
<th>Brief Description of the Incident:</th>
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Check the appropriate answer to the following questions:

Did the crime occur in a building or on the street?  

Did the crime occur on St. Lawrence University owned, controlled, or leased property?  

Was the location:

1. on campus in residence halls?  

2. on campus property or grounds?  

3. non-campus building?  

4. public property?  

Did the crime occur at a University sponsored activity or event?  

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### Crime Definitions for Classification Purposes:

**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 and probably would result in serious personal injury if the crime were successfully completed).

**Arson** - Any 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.

**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 felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

**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; and where the existence of such relationship shall be determined based on a consideration of the following factors:
- The length of the relationship.
- The type of the relationship.
- The frequency of interaction between the persons involved in the relationship.

**Domestic Violence** – Includes felony or misdemeanor crimes of violence committed 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, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the local jurisdiction, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic violence or family violence laws of the respective jurisdiction.
Criminal Homicide - Manslaughter by Negligence - The killing of another person through gross negligence.

Criminal Homicide - Murder and Non-negligent Manslaughter - The willful (nonnegligent) killing of one human being by another.

Hate Crime - A hate crime is a criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender, religion, disability, sexual orientation or ethnicity/national origin.

- **Race.** A preformed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair; facial features, etc.) genetically transmitted by descent and heredity, which distinguish them as a distinct division of humankind (e.g., Asians, blacks, whites).
- **Gender.** A preformed negative opinion or attitude toward a group of persons because those persons are male or female.
- **Religion.** A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being (e.g., Catholics, Jews, Protestants, atheists).
- **Sexual orientation.** A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex (e.g., gays, lesbians, heterosexuals).
- **Ethnicity/national origin.** A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs and traditions (e.g., Arabs, Hispanics).
- **Disability.** A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

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.

Larceny/Theft Offenses - The unlawful taking, carrying, leading, or riding away of property from the possession, or constructive possession, of another person.

- **Pocket-picking**—The theft of articles from another person’s physical possession by stealth where the victim usually does not become immediately aware of the theft.
- **Purse-snatching**—The grabbing or snatching of a purse, handbag, etc., from the physical possession of another person.
- **Shoplifting**—The theft, by someone other than an employee of the victim, of goods or merchandise exposed for sale.
- **Theft From Building**—A theft from within a building which is either open to the general public or where the offender has legal access.
- **Theft From Coin-Operated Machine or Device**—A theft from a machine or device which is operated or activated by the use of coins.
- **Theft From Motor Vehicle**—(Except “Theft of Motor Vehicle Parts or Accessories”) The theft of articles from a motor vehicle, whether locked or unlocked.
- **Theft of Motor Vehicle Parts or Accessories**—The theft of any part or accessory affixed to the interior or exterior of a motor vehicle in a manner which would make the item an attachment of the vehicle, or necessary for its operation.
- **All Other Larceny**—All thefts which do not fit any of the definitions of the specific subcategories of Larceny/Theft listed above.

Motor Vehicle Theft - The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned including joyriding).

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.
**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.

**Stalking** – Engaging in a course of conduct directed at a specific person that cause a reasonable person to fear for his or her safety or the safety of others, or suffer substantial emotional distress.

**Vandalism of Property Destruction/Damage**—(Except “Arson”) 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.

**Please forward this completed form to:**  
Patrick W. Gagnon  
AVP of Safety & Security

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St. Lawrence University  
Disciplinary Actions  
For Drugs, Alcohol, Weapons

<table>
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<tr>
<th>Disciplined Person:</th>
<th>Classification (Drugs, Alcohol, Weapons):</th>
<th>Date Incident Occurred:</th>
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Check the appropriate answer to the following questions:

Did the crime occur in a building or on the street?  
Did the crime occur on St. Lawrence University owned, controlled, or leased property?  
If yes, was the location:  
1. on campus in residence halls?  
2. on campus property or grounds?  
3. non-campus building?  
4. public property?  
Did the crime occur at a University sponsored activity or event?  

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Definitions for Classification Purposes:

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

**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) and dangerous non-narcotic drugs (barbiturates, Benzedrine).

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

Please forward this completed form to: Patrick W. Gagnon, AVP of Safety & Security

From:  

______________________________

Area of Responsibility:  
Department/Division/Club/Organization

Date:  

______________________________