



# Rensselaer

## Campus Security Authority (CSA) Report Form

Pursuant to the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), RPI is required to collect and disclose statistics regarding the occurrence of certain criminal offenses that are reported to college officials designated as a Campus Security Authority (CSA). Additionally, RPI has a responsibility to notify the campus community about any crimes which pose an ongoing threat to the community.

This form is to be completed by a CSA, every time a criminal offense is reported to them, which occurred on campus, in or on non-campus buildings, on property owned or controlled by RPI, or on public property within, or immediately adjacent to, campus. The CSA Report form is a method for CSAs to report Clery Crimes to the Department of Public Safety for the inclusion in the RPI annual compilation of Clery statistics. The CSA Report form is **NOT** a method of notifying police of an emergency, dangerous situation or other hazard. The submission of a CSA Report will **NOT** prompt a police or DPS response or investigation.

If there is an ongoing threat or imminent danger to members of the campus community, immediately contact the RPI Department of Public Safety at (518) 276-6611 or call 911.

Completed forms should be sent via email message to the RPI Department of Public Safety at [DPS-Clery@rpi.edu](mailto:DPS-Clery@rpi.edu).

### CSA Information

Name:  Title:   
Report Date:  Telephone Number:  Email Address:

### Incident Information

Public Safety/Law Enforcement Agency to which the incident has been reported:

- None  RPI Public Safety  Troy Police Department  New York State Police  
 Rensselaer County Sheriff's Office  Other

Date of Incident:  Date Reported to CSA:

### Campus

- Rensselaer Main Campus  Bolton Landing  Watervliet Facility  Hartford

### Location (Refer to instructions)

- On Campus  On Campus (Residence Hall)  Non-Campus Property (leased/controlled by RPI)  
 Public Property (immediately adjacent to campus)  Off Campus  Unknown

Specific Location (if known):

**Clery Act Offenses** (Refer to instructions)

Check all offenses attempted or committed during this incident.

- |  |   |
|--|---|
| <input type="checkbox"/> Murder/Non-negligent Manslaughter | <input type="checkbox"/> Negligent Manslaughter                     |
| <input type="checkbox"/> Rape                              | <input type="checkbox"/> Fondling                                   |
| <input type="checkbox"/> 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/Cyber-Stalking                    |
| <input type="checkbox"/> Weapons Violation                 | <input type="checkbox"/> Drug Abuse Violation                       |
| <input type="checkbox"/> Liquor Law Violation              | <input type="checkbox"/> Other offense (explain in incident detail) |

**Incident Detail**

Provide as much information about the incident as possible.

**Hate Crimes** (Refer to instructions)

If any of the above crimes were committed and there is evidence that the offender was motivated by bias against the victim, check the appropriate box below.

- |  |   |
|--|---|
| <input type="checkbox"/> Larceny – Theft | <input type="checkbox"/> Simple Assault                           |
| <input type="checkbox"/> Intimidation    | <input type="checkbox"/> Destruction/Damage/Vandalism of Property |

**Additional Information**