

Sample Crime Reporting Statement

[Institution] encourages the prompt and accurate reporting of crimes to law enforcement when the victim elects to. Individuals should report to [Public Safety Department] or the local law enforcement agency for where the offense occurred. If a victim is unable to make a report, including due to incapacitation, [Institution] encourages community members to seek emergency assistance including making a report to law enforcement.

[Public Safety Department] can be contacted by calling XXX-XXX-XXXX or by dialing 911. You can also report in person at [Public Safety Address] or by speaking with any officer on patrol. Please visit [Web Address] for additional information.

You can also report to the [Institution] Title IX Coordinator at [Office Address], or by calling XXX-XXX-XXXX. A written complaint can be submitted to [E-Mail Address] or by completing an Incident Reporting Form at [Web Address]. Reports made to the Title IX Coordinator will not initiate a law enforcement investigation but they can provide assistance to victims of sexual misconduct including with reporting to law enforcement and in accessing the sexual misconduct disciplinary proceeding process.

[Institution] does not have a policy for the voluntary, confidential reporting of crime for the purposes of inclusion in annual crime statistics nor a policy for encouraging counselors to refer those they are counseling to such a program. Under the Clery Act crimes reported to counselors are exempt from reporting.