



# Campus Incident Report

## Texas Tech University



### Your Information

Name \_\_\_\_\_ Today's Date \_\_\_\_\_

SS# \_\_\_\_\_ Local Address \_\_\_\_\_

Faculty Student City State  
Staff Visitor

Campus Department \_\_\_\_\_ Home Phone \_\_\_\_\_

Email \_\_\_\_\_ Office Phone \_\_\_\_\_

### Student(s) In Potential Violation

(Provide all known LOCAL information)

**Student 1**

**Student 2**

Name _____	Name _____
Address _____	Address _____
City _____ State _____	City _____ State _____
Email _____	Email _____
Screen Name _____ <small>(If known, please list messenger service as well)</small>	Screen Name _____ <small>(If known, please list messenger service as well)</small>
Phone _____	Phone _____

If more space is needed for additional students, please include this information in the "Narrative" section.

### Additional Information, If Applicable (if any of this information is not necessary, skip ahead to "Narrative" section)

Academic course number AND section in which the incident took place?

Emergency Personnel called? Texas Tech Police EMS Lubbock Fire Department  
Other \_\_\_\_\_

Name of Texas Tech Police officer involved \_\_\_\_\_

### Incident Information

Date of Incident \_\_\_\_\_ (xx/xx/xxxx)

Time of Incident \_\_\_\_\_ AM \_\_\_\_\_ PM

Location \_\_\_\_\_ (please be specific)

### Incident Type (Check all that apply. Student Judicial Programs will verify the specific Code of Conduct violations after reviewing this submitted document.)

- |                               |                   |                            |
|-------------------------------|-------------------|----------------------------|
| Alcohol                       | Hazing            | Vandalism                  |
| Academic Dishonesty           | Narcotics/Drugs   | Weapons                    |
| Disorderly Conduct            | Sexual Harassment | Vocalized Suicidal Gesture |
| Disruptive Classroom Behavior | Theft             | Other                      |
| Harassment                    | Unauthorized Use  |                            |

## Narrative

State the facts of incident as you can recall them, paying special attention to names, facts, and other details. Utilize the example below as a format for your narrative. Place words/phrases of importance in quotation marks. Please remain objective and refrain from inserting opinions held of the individuals being reported.

### Example:

*Professor Frank Thompson was administering the Chemistry final exam and noticed Student Cassie Persimmons reading from a small sheet of paper with handwriting visible on the piece of paper. Professor Frank approached Student Cassie and quietly asked Student Cassie to put the card away. After the exam was finished, Professor Frank asked Student Cassie to remain in the classroom, so that he may speak with her. As she approached Professor Frank, Student Cassie softly mumbled the words, "Whatever, I have better things to do." Professor Frank asked Student Cassie...*

Begin here:



### Final Note:

Please note that all individuals being reported in this document are allowed to have knowledge of their accuser, meaning they are allowed to see this report in its entirety.

### Final Step:

*Signature of Person Reporting Incident* \_\_\_\_\_

*Your signature states that you agree with all information provided. You also agree that to the best of your knowledge, all information is truthful. Dishonest reports and/or false claims could result in potential disciplinary action against you by Texas Tech University.*

After printing document and filling in all necessary areas, please forward report to Student Judicial Programs @  
**Mail Stop 5029 or send to: PO Box 45010, 020 Student Union, Lubbock, TX 79409.**

*~ Office Use Only ~*

Date Received \_\_\_\_\_

Person Receiving Report \_\_\_\_\_

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