

UNIVERSITY OF ST. THOMAS  
CRIME REPORT FORM

In lieu of a victim report directly to Public Safety, completion of this form by you becomes the official crime report for submission to Public Safety.

When victims do not want disclosure of a crime to go further than you, explain you are required by law to submit statistical data to Public Safety and it can be submitted without identifying the victim.

Complete this form in a timely way and once for each crime (defined below) disclosed to you to ensure you help St. Thomas comply with Federal law and to assist with annually disclosing accurate crime statistics.

Submit a form even if you are unsure whether an incident should be reported or if it is criminal in nature.

Complete this form even if a victim reports speaking with another person on campus or if you will be referring the victim to another department.

Detailed data, including personally identifying information when available, is essential for addressing and categorizing crime, to assess campus risk, and to avoid double-counting crimes.

For crimes posing a serious or ongoing threat to the campus community, detailed information in this report may be used to issue timely warnings or emergency notifications.

Crime Reported to (print name):

Department:	Phone Number:	ID Number:
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Crime Classification (see page 2 and 3):

Date Incident Occurred: (if a range, be specific – during fall semester, last calendar week, in the month of September, etc.)	Time of Incident: (if a range, be specific – between 10:00 pm and 2:00 am, etc.)
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Exact Location of Incident (be specific):

*If off campus, include address, city, and state. If on a city street immediately adjacent to campus include name. If on campus, identify general location or specific building name and room number.*

Victim Name:

Check all that apply:

<input type="checkbox"/> Confidentiality has been requested	<input type="checkbox"/> Student	<input type="checkbox"/> Resident
<input type="checkbox"/> Male	<input type="checkbox"/> Not a student	<input type="checkbox"/> Not a resident
<input type="checkbox"/> Female		

Name(s) of Accused:

Check all that apply:

<input type="checkbox"/> Stranger	<input type="checkbox"/> Male	<input type="checkbox"/> Student	<input type="checkbox"/> Resident
<input type="checkbox"/> Acquaintance	<input type="checkbox"/> Female	<input type="checkbox"/> Not a student	<input type="checkbox"/> Not a resident

Brief description of the incident:

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Please forward this completed form in a "Confidential" envelope or scan and email to:  
 Mike Barrett, Manager of Investigations  
[mpbarrett@stthomas.edu](mailto:mpbarrett@stthomas.edu)  
 Department of Public Safety  
 2115 Summit Avenue, Mail #4081  
 St. Paul, MN 55105

**Murder/Non-Negligent Manslaughter:**

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

*NOTE: Deaths caused by negligence, attempts to kill, assaults to kill, suicides, accidental deaths, and justifiable homicides are excluded.*

**Manslaughter by Negligence:**

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.

**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 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 joy riding)

**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.

**Domestic Violence:**

The term "domestic violence" includes felony or misdemeanor crimes of violence committed by a current or former spouse 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 jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

**Dating Violence:**

The term "dating violence" means violence committed by a person—(A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (B) where the existence of such a relationship shall be determined based on a consideration of the following factors:(i) The length of the relationship; (ii) The type of relationship; (iii) The frequency of interaction between the persons involved in the relationship.

**Stalking:**

The term "stalking" means engaging in a course of conduct directed at a specific person that would cause a reasonable person to— (A) fear for his or her safety or the safety of others; or (B) suffer substantial emotional distress.

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

**Liquor Law Violations:**

The violation 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.)

**Sex Offenses****Rape:**

Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This definition includes any gender of victim or perpetrator.

**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.

**Incest:**

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

**Statutory Rape:**

Nonforcible sexual intercourse with a person who is under the statutory age of consent.

**HATE CRIMES**

The University of St. Thomas is also required to report statistics for hate (bias) related crimes by the type of bias as defined below for the following classifications: murder/non-negligent manslaughter, sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson (see definitions above) and larceny, vandalism, intimidation, and simple assault (see definitions below).

**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 other 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.

**Note:**

If a hate crime occurs where there is an incident involving intimidation, destruction/damage/vandalism of property, larceny/theft, simple assault, the law requires that the statistic be reported as a hate crime even though there is no requirement to report the crime classification in any other area of the compliance document.

A hate or bias related crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias. For example, a subject assaults a victim, which is a crime. If the facts of the case indicate that the offender was motivated to commit the offense because of his bias against the victim's race, sexual orientation, etc... the assault is then also classified as a hate/bias crime.

If a hate (bias) related crime was reported to you, please **fill out the top section of Page 1 and then complete the following information** about the type of bias involved in the crime.

**Type of Bias (check one):**

<input type="checkbox"/> Race <input type="checkbox"/> Religion <input type="checkbox"/> Sexual Orientation <input type="checkbox"/> Gender <input type="checkbox"/> Gender Identity <input type="checkbox"/> Ethnicity <input type="checkbox"/> National Origin <input type="checkbox"/> Disability		
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