

CLERY ACT QUICK REFERENCE CARD FOR CSAs

CLERY ACT CRIME REPORTING

All employees who have significant responsibility for student and campus activities are designated as Campus Security Authorities (CSAs) per the Clery Act.

CSAs must report all criminal offenses that occur on properties owned or controlled by the university to Campus Safety Services promptly.

*For more information on Clery Geography and to view a map of reporting areas, visit scu.edu/clery

If you are a victim of or witness to a crime...

Report it by calling the Campus Safety Services emergency number at 408-554-4444 or 911 immediately.

If **ANY** crime or alleged crime that occurred on property owned or controlled by the University is reported to you and not in progress...

Encourage the victim to report it to Campus Safety Services (This is the victim's choice). As a CSA, report what information you have to **408-554-4444** or fill out the CSA Reporting Form as soon as possible.



For access to the CSA crime reporting form or related Clery Act Compliance resources, please visit **SCU.EDU/CLERY** or scan the QR code



SANTA CLARA UNIVERSITY
DEPARTMENT OF RISK MANAGEMENT & COMPLIANCE