



ACCREDITATION EVIDENCE

Title: Webpage: Example of College Reporting Form

Evidence Type: Corroborating

Date: 08 December 2021

WAN: 22-0417

Classification: Webpage

PII: No

Redacted: No





Reporting Form

If this is an emergency, **CALL 911**. If you need immediate assistance or feel threatened on campus, call Western Wyoming Community College Campus Security at 307-922-4961.

Please use this form to report incidents or concerns about students. Students can also submit a general complaint as well as a request for a work order for facilities repair needs. All reports submitted are important. The information you provide helps us maintain a safe and effective campus and helps us to provide necessary resources to our students.

You may remain anonymous, however, please note that this may increase challenges in finding a resolution to your report.

Please be as detailed as possible and use the “Other” fields if you are unsure of a category or response. All reports are reviewed and routed to appropriate Western Wyoming Community College departments, teams, or individuals for follow-up. For further questions, please contact the Dean of Students at 307-382-1644.

Thank you for submitting a report.

Background Information

Your full name:

Your affiliation with Western:

Your phone number:

Your email address:

Your physical address:

Nature of this report (Required):

Urgency of this report (Required):

Date of incident (Required):

Time of incident:

Location of incident (Required):

Please select a location ...

Specific location:

Involved Parties

Please list the individuals involved (excluding yourself), including as many of the listed fields as you can provide. For non-students, please list a Social Security Number or Drivers License Number in the block labeled Student ID Number, if available.

Name of Person or Organization

Select Gender

Select Role

Student ID Number

Date Of Birth (YYYY-MM-DD)

Phone number

Email address

Residence Hall or Address

Add another party

Questions

Below are categories that correspond to this report. Please indicate the relevant categories that pertain to this report. If the categories do not pertain to your situation, describe below in the narrative section.

- ☐ Academic Difficulty
- ☐ Alcohol Concern
- ☐ Bullying
- ☐ Changed Mood/Appearance
- ☐ Cheating &/or Plagiarism
- ☐ Complaint
- ☐ Death of Family Member/Friend
- ☐ Destruction of Property
- ☐ Drug Concern
- ☐ Employee Issue
- ☐ Early Alert
- ☐ Excessive Absence
- ☐ Fireworks/Explosives
- ☐ Financial Issue
- ☐ Fire
- ☐ Fraud/Forgery
- ☐ Harassment
- ☐ Hate Related Incident
- ☐ Home Sickness
- ☐ Illness
- ☐ Injury

- ☐ Leaving School
- ☐ Open Flame
- ☐ Personal Well-Being
- ☐ Repair
- ☐ Housing Guest Policy
- ☐ Housing Regulations
- ☐ Sexual Assault
- ☐ Sexual Harassment
- ☐ Smoking or Tobacco Use Violation
- ☐ Social Adjustment
- ☐ Stalking
- ☐ Suspicious Behavior
- ☐ Tampering with Fire Alarm/Equipment
- ☐ Theft
- ☐ Threat to Others
- ☐ Threat to Self
- ☐ Violence to Others
- ☐ Weapons/Firearms
- ☐ X - Other

Please provide a detailed description of the incident, concern, or repair using specific, concise, and objective language.

Supporting Documentation

Photos, video, email, and other supporting documents may be attached below. 5GB maximum total size.

Attachments require time to upload, so please be patient after submitting this form.

Choose files to upload	Choose Files
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☐ Email me a copy of this report

Submit report