




# Jeanne Clery Campus Security Policy & Crime Statistics Disclosure Act

*What you need to know if you are a  
Campus Security Authority at  
San Jose State University*

## **Jeanne Clery Campus Security Policy & Crime Statistics Disclosure Act (Clery Act)**

- The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act is the landmark federal law, originally known as the Campus Security Act, that requires colleges and universities across the United States to disclose information about crime on and around their campuses
- All public and private institutions of postsecondary education participating in federal student aid programs are subject to it. Violators can be "fined" by the U.S. Department of Education, the agency charged with enforcement of the Act and where complaints of alleged violations should be made, or face other enforcement action

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- The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act is a part of the Higher Education Act of 1965, is a federal law that requires colleges and universities to disclose certain timely and annual information about campus crime and security policies.
  - The "Clery Act" is named in memory of 19 year old Lehigh University freshman Jeanne Ann Clery who was raped and murdered while asleep in her residence hall room on April 5, 1986

# What does it have to do with you?

- Clery Act compliance is a mandatory *institutional* reporting responsibility and full compliance necessitates a campus-wide effort and concerns all members of the campus community.
- Many crimes (especially sexual assaults) and disciplinary actions go unreported to police (but may be reported to others)
- The San Jose State University Police Department coordinates and submits the annual report.
- Data is collected from a wide variety of “Campus Security Authorities” to get the most accurate crime statistics possible – That’s where you come in.

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# Annual Security & Fire Safety Reports



In October of each year, UPD publishes this report in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The report contains important safety information, SJSU policies, and crime statistics for the previous 3 years.



[2012 Report \(pdf\)](#)



[2011 Report \(pdf\)](#)



[2010 Report \(pdf\)](#)

For additional information, see [Student Right to Know \(Clery Act\)](#).

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# How is the information Collected

- San Jose State University Police
- Local Police
- Monterey County Sheriff's Office  
(Moss Landing)

Campus Security Authorities.. That's  
You

# What makes you a Campus Security Authority (CSA)?

- The law defines four categories of Campus Security Authority:
  - San Jose State University Police
  - Non-police security staff responsible for monitoring university property
  - People/offices designed under our policy as those to whom crimes should be reported
  - “Officials with significant responsibility for students and campus activities” – THAT’S YOU!

# Who is NOT a CSA

- Administrative staff not responsible for students (e.g., payroll, facilities)
- Clerical Staff
- Individual faculty who do NOT serve as advisor to a registered student organization
- Those who are exempt by law: Student Health Center Clinicians who only provide care to individual students.



# So You're a CSA

## What do you have to do?

- If someone tells you about a crime or an incident that may be a crime, you must record the information and submit a report
- Just get the facts, law enforcement will determine the crime
- Use the Campus Security Crime and Incident Report Form
- Report the incident immediately.

## When in doubt, report it!

Questions? Contact Noemi Hinchberger, Records Coord, SJSU

Police Department, [noemi.hinchberger@sjsu.edu](mailto:noemi.hinchberger@sjsu.edu), 408-924-2172.

# CSA Report Form



## Campus Security Authorities (CSA) Crime & Incident Report Form

**CONFIDENTIAL**

According to the Higher Education Act, or 20 U.S.C. 1092, now known as the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, California State University, San Jose is required to collect and annually publish statistics concerning the occurrence of selected crimes on campus property (including residential facilities), non-campus property, and public property, reported or known to San Jose State Police Department, local police or any individuals identified by the University as "Campus Security Authorities" (CSA). Campus Security Authorities are defined as, "An official of an institution who has significant responsibility for student and campus activities, including but not limited to, student housing, student discipline, and campus judicial procedures." The information collected from these forms is used to prepare a compilation of statistical crime information for inclusion in the campus' Annual Security Report. San Jose State Police will use this form to determine the category of the crime or incident and the location under which the incident should be reported according to the requirements of the Clery Act. Data collected on this form is to be used to promote crime awareness and enhance campus safety.

It is the policy of the California State University, San Jose (San Jose State) to ensure that victims and witnesses to crime are aware of their right to report criminal acts to the police, and to report University policy violations to the appropriate office (e.g., student conduct violations to the Vice President of Student Affairs). However, if a reporting person requests anonymity, this request must be honored to the extent permitted by law. Accordingly, no information should be included on this form that would personally identify the victim without his/her consent.

In order for San Jose State to satisfy the statistical reporting requirements of the Clery Act, all CSA's are required to complete this form when specified crimes/incidents (listed below) are reported to them or at the end of the year advising no crimes were reported to them. In addition, a person reporting an incident of this nature to a CSA shall also be encouraged to report the crime to the San Jose State Police Department.

- Procedures** If you are one of San Jose State's CSA's and you receive a report, or otherwise become aware of the occurrence of one of the selected crimes listed below, please do the following:
1. Encourage the crime victim(s) and/or witness(es) to report the incident to San Jose State Police
  2. If the incident indicates the possibility of an imminent community threat, inform San Jose State Police without delay;
  3. If the incident reported is a sexual assault or other violent crime:
    - ❖ Inform the victim(s) and/or witness(es) of the support services available which can be found in our Annual Security Report [www.sjsu.edu/police](http://www.sjsu.edu/police)
    - ❖ Actively support the victim(s) and/or witness(es) in accessing these services.
  4. Complete the Crime & Incident Report form and handle as a "confidential" document.
  5. Submit the form in a confidential envelope and deliver it to:
 

San Jose State Police Department, **Attn: Noemi Hinchberger**  
1 Washington Square, San Jose CA 95192-0012

If you have any questions concerning this form, please call (408) 924-2222

Name (of person receiving report:)	Department	Date of Report	Time of Report
Position:	Phone Number	Date of Incident	Time of Incident
Reporting Party: <input type="checkbox"/> Victim <input type="checkbox"/> Witness <input type="checkbox"/> Third Party/Other	Relationship to Victim _____		

**Crime/Incident Information**

No Crimes reported to me for the requested calendar year

*Initial Here* \_\_\_\_\_

**Type of Incident**

Homicide       Robbery       Aggravated Assault       Arson       Alcohol  
 Sex Offense       Burglary       Motor Vehicle Theft       Weapon(s)       Drugs/Narcotics

Location of Crime/Incident \_\_\_\_\_

**Describe any Weapons involved:**

Unknown       NO       Yes-Describe \_\_\_\_\_

**Police Report Filed**

Unknown       NO       Yes-Agency reported to \_\_\_\_\_ Date \_\_\_\_\_

**San Jose State Police Department**

**(408) 924-2222**

**CONFIDENTIAL**

**Sex Offenses: rape; sodomy; sexual assault; fondling; statutory rape**

Sex offenses are of special concern to the campus community because they have been historically under reported. The victim of a sex offense typically desires confidentiality and anonymity, as a result he/she will often seek a reporting source other than law enforcement such as a designated CSA. Because the sex offender may continue to pose a threat to the community, the threat potential needs to be evaluated and the campus community alerted/warned as necessary. In this regard, the following additional information is requested.

Was the Assailant:     Unknown offender       Known Offender (friend, classmate, acquaintance, date, etc.)  
                                   San Jose State affiliated       Student       Staff       Faculty

**Description of Assailant/Offender**

Race/Gender	Age	Height	Weight	Hair Color	Eye Color	Physical Characteristics

**Hate Crimes: hate crime information is required to be reported for each of the following crimes:**

San Jose State 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, negligent manslaughter, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson (see definitions above) and larceny, vandalism, intimidation, and simple assault (see definitions below).

Was this incident motivated by hate or bias?     Unknown       No       Yes

If yes, identify the category of prejudice:     Race       Ethnicity       Religion       Disability       National Origin       Sexual Orientation



**CONFIDENTIAL****Type of Incident Descriptions**

**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.

**Negligent Manslaughter:** 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.

**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, methadone's); 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.)

NOTE: The above listed crime definitions from the Uniform Crime Reporting Handbook

### Sex Offenses- Forcible

**Forcible Rape:** The carnal knowledge of a person, forcibly and/or against the person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

**Forcible Sodomy:** Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly 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 or physical incapacity.

**Sexual Assault With An Object:** The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, 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 or physical incapacity.

**Forcible 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.

### Sex Offenses- Nonforcible

**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.

*NOTE: The above listed Sex Offenses Definitions From the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program*

### HATE CRIMES

**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.

If a hate crime occurs where there is an incident involving intimidation, vandalism, larceny, simple assault or other bodily injury, 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.

# How to report crime statistics to be included in the Clery Report:

- For emergencies & crimes in progress, call 9-1-1
- San Jose State Police Department Dispatch number (408) 924-2222
- Anonymous TIP NOW Message or Text number (408) 337-2919
  
- Anonymous Email to TIP NOW at [sjsu@tipnow.org](mailto:sjsu@tipnow.org)
- Fill out Campus Security Authority Crime & Incident Report Form

# What Crimes Must I Report (The 9 CLERY & Hate Crimes)

- Homicide
- Sex Offenses
- Forcible
- Non Forcible
- Robbery
- Aggravated Assault
- Burglary
- Vehicle Thefts
- Arsons
- Disciplinary Referrals
- Liquor Violations
- Drug Violations
- Weapons Violations
- Hate Crime



# Hate Crimes Classifications

San Jose State is also required to report statistics for hate (bias) related crimes by the type of bias as defined below for the following classifications

Homicide

Sex Offenses

Robbery

Aggravated Assault

Burglary

Vehicle Theft

Arson

Larceny

Vandalism

Intimidation

Simple Assault

# Serious Crimes

- If a serious crime that may cause an ongoing threat to the San Jose State community is reported to anyone who is defined as a Campus Security Authority, that individual should not wait until the end of the year to report that incident to the San Jose State Police Department. The institution has a responsibility to notify the campus community about any crimes which pose an ongoing threat to the community, and as such, Campus Security Authorities are obligated by law to report crimes immediately to the San Jose State Police Department. If there is any question about whether an ongoing threat exists, immediately contact San Jose State Police Department

# Timing is critical

## Be sure to document

- ***When*** the crime or incident occurred
- ***When*** it was reported to you

The law requires that the **crime be reported for the calendar year in which it was first reported to a Campus Security Authority** – not when it occurred, not when it was reported to police by a CSA.

# What Is Your Responsibility?

- To notify San Jose State Police about crimes reported to you that fall within our reporting responsibilities



# Reporting Responsibilities Include

- **On Campus**

- Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls;

- **Student Housing**

- Any student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within the reasonably contiguous geographic area that makes up the campus is considered an on-campus student housing facility

# Reporting Responsibilities

## Include (con't)

- Non Campus Buildings or Property

- Any building or property owned or controlled by a student organization that is officially recognized by the institution; or Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

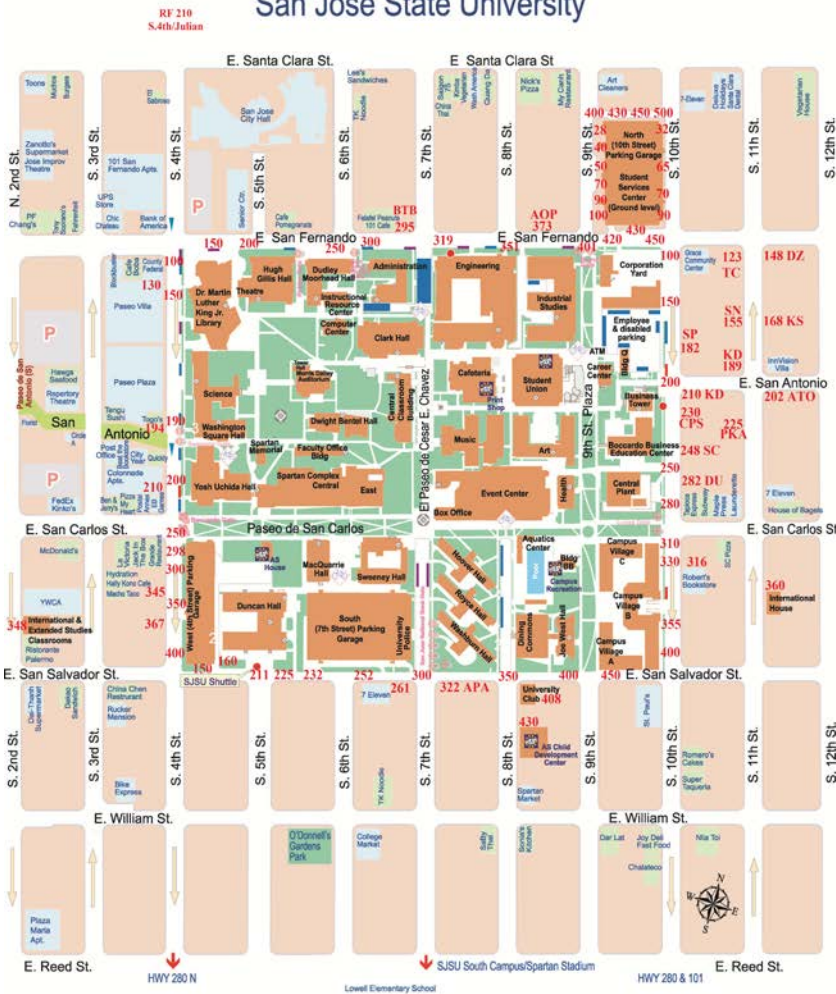
- Fraternities and Sororities

- Bulldog Foundation

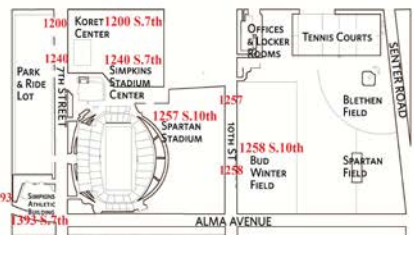
- Public Property

- *public property that immediately borders **and** is accessible from the campus*

# San Jose State University



Locations listed apply to SJSU campus map



## ON CAMPUS

- |                           |  |                               |
|---------------------------|--|-------------------------------|
| Admin Bldg                | 125 S. 7 <sup>th</sup> St./E. San Fern St      | L7 Lot 7                      |
| Art Bldg                  | 215 S. 9 <sup>th</sup> St                      | L8 Lot 8                      |
| AS Assoc Student          | 301 S. 5 <sup>th</sup> St                      | MCAF Market Café              |
| AS Print Shop             | 180 S. 9 <sup>th</sup> St                      | MD Morris Dailey              |
| ATM Automatic Tell        | 335 S. 9 <sup>th</sup> St./E. San Carlos       | MH McQuarrie Hall             |
| BB Building BB            | 250 S. 9 <sup>th</sup> St                      | Modular A                     |
| BC Business Rooms         |  | Modular B                     |
| BG Botany Garden          |  | MOD F                         |
| BT Business Tower         | 210 S. 9 <sup>th</sup> St/10 <sup>th</sup> Fir | MUS Music BLDG                |
| CAF Cafeteria             | 210 S. 7 <sup>th</sup> St (Old Cafe)           | M3 Modular 3                  |
| CAR Career Center         |  | NG North Garage               |
| CCB Central Class Rm      |  | Paseo San Carlos              |
| Clark Hall                | 215 S. 7 <sup>th</sup>                         | Pool Aquatic CTR              |
| CC Computer Center        | 195 S. 7 <sup>th</sup> St                      | SCC Spartan Centra            |
| CY Corp Yard              | 129 S. 10 <sup>th</sup> St                     | SCE Spartan East              |
| DBH Dwight Bentel         | 240 S. 5 <sup>th</sup> St                      | SCI Science BLDG              |
| DH Duncan Hall            | 211 E. San Sal                                 | SCS TS & JC Statue            |
| DMH Dudley Moorhead Hall  | 125 S. 6 <sup>th</sup> St                      | SG South Garage               |
| ENG Engineering           | 190 S. 7 <sup>th</sup> St                      | SH Sweeney Hall               |
| ERC Events Recreation Ctr | 290 S. 7 <sup>th</sup> St                      | SJSU Main Campus              |
| FO Faculty Office         | 250 S. 5 <sup>th</sup> St                      | SM Spartan Memorial           |
| HB Health Building        | 285 S. 9 <sup>th</sup> St                      | SSC Student SVC CT.           |
| HCP Heat/Cool PLT         | 290 S. 9 <sup>th</sup> St                      | ST Student Union              |
| HGH Hugh Gillis           | 130 S. 5 <sup>th</sup> St                      | TH Tower Hall                 |
| HMS Housing Maint.        | 1258 S. 10 <sup>th</sup> St                    | TPO Traffic PKG Office        |
| HR Human Resource         | 377 S. 7 <sup>th</sup> St./3 <sup>rd</sup> Fl  | UC Univ. Club                 |
| IRC Instr. Resource       | 145 S. 6 <sup>th</sup> St                      | UPD University PD             |
| IS Industrial Studies     | 135 S. 9 <sup>th</sup> St.                     | UT University Theatre         |
| L1 Lot 1                  |  | WG West Garage                |
| L11 Lot 11                |  | WSQ Wash SQ Hall              |
| L13 Lot 13                |  | YUH Yuchida Hall              |
| L15 Lot 15                |  | 7L 7 <sup>th</sup> Street Lot |
| L17 Lot 17                |  | 7P 7 <sup>th</sup> St. Plaza  |
| L3 Lot 3                  |  | 9 <sup>th</sup> Street Plaza  |
| L4 Lot 4                  |  |                               |

## PUBLIC PROPERTY / REPORTABLE

- Elizabeth 9<sup>th</sup>/10<sup>th</sup> Street (400-499)
- S. 8<sup>th</sup> Street (400 Block)/566
- San Fern 4<sup>th</sup>, 5<sup>th</sup> St (150-199)
- San Fern 5<sup>th</sup>, 6<sup>th</sup> St (200-249)
- San Fern 6<sup>th</sup>, 7<sup>th</sup> St (250-299)
- San Fern 7<sup>th</sup>, 8<sup>th</sup> St (300-349)
- San Fern 8<sup>th</sup>, 9<sup>th</sup> St (350-399)
- San Fern 9<sup>th</sup>, 10<sup>th</sup> St (400-449)
- San Sal 4<sup>th</sup>, 5<sup>th</sup> St (150-199)
- San Sal 5<sup>th</sup>, 6<sup>th</sup> St (200-249)
- San Sal 6<sup>th</sup>, 7<sup>th</sup> St (250-299)
- San Sal 7<sup>th</sup>, 8<sup>th</sup> St (300-349)
- San Sal 8<sup>th</sup>, 9<sup>th</sup> St (350-399)
- San Sal 9<sup>th</sup>, 10<sup>th</sup> St (400-449)
- 10<sup>th</sup> St
- Elizabeth/E. San Fern St (1-33)
- Elizabeth/E. San Fern St (34-99)
- E. San Fer/E. San Antonio St (100-199)
- E. San Antonio/E. San Carlos St (200-299)
- 10<sup>th</sup> St
- E. San Carlos/E. San Sal St (300-399)
- 4<sup>th</sup> St
- San Fer /Paseo De San Carlos St (100-299)
- Paseo De San Carlos/San Sal St (300-399)
- 9<sup>th</sup> St
- Elizabeth/San Fern St (26-99)
- 9<sup>th</sup> St
- Paseo De San Carlos/San Sal St (200-399)

## Residential/ Housing Dorms

- CV Campus Village
- CVA CV Bldg A
- CVBN CV Bldg B North
- CVBS CV Bldg B South
- CVBT CV Bldg B Tow
- CVC CV Bldg C
- CVG CV Garage
- CVM CV Market
- DC Dinning Commons
- HOV Hoover Hall
- JWH Joe West Hall
- RYC Royce Hall
- VM Village Market
- Washburn Hall
- 380 S. 9<sup>th</sup> St/ E. San Salvador St
- 350 S. 9<sup>th</sup> St/ E. San Carlos St
- 350 S. 9<sup>th</sup> St/ E. San Carlos St
- 350 S. 9<sup>th</sup> St/ E. San Carlos St
- 355 S. 10<sup>th</sup> St/ E. San Carlos St
- 350 South West 9<sup>th</sup> St.
- 390 S. 8<sup>th</sup> St
- 325 S. 8<sup>th</sup> St/ E. San Carlos St
- 375 S. 9<sup>th</sup> St/ E. San Sal St
- 355 S. 8<sup>th</sup> St/ E. San Carlos St
- 350 S. 9<sup>th</sup> St
- 385 S. 8<sup>th</sup> St.

## NON CAMPUS

- |                           |   |                               |
|---------------------------|---|-------------------------------|
| AB Aviation Dept.         | Industrial Studies RM 111                         | L18 Lot 18                    |
| AERO Aeronautics          | Reid Hillview Airport 2500 Cunningham Ave.        | L19N Lot 19 North             |
| AOP Alpha Omicron         | 373 E. San Fern St (998-9330)                     | L19S Lot 19 South             |
| AP Alpha Phi              | 210 S. 10 <sup>th</sup> Street (267-5755)         | Moss Landing                  |
| APA Alpha Phi Alpha       | 322 E. San Sal/No Phone                           | M2 Modular 2                  |
| ARF Art Foundry           | 1038 S. 5 <sup>th</sup> St./E. Martha St          | M5 Modular 5                  |
| ATO Alpha Tau Omega       | 202 S. 11 <sup>th</sup> Street                    | PGD Phi Gamma Delta           |
| Baseball Field            | 1258 S. 10 <sup>th</sup> Street                   | PKA Pi Kappa Alpha            |
| BTP Beta Theta Pi         | 295 E. San Fern St/9 <sup>th</sup> St/ (298-2382) | PR Park & Ride                |
| Bud Winter Field          | 1258 WS, 10 <sup>th</sup> St                      | PH Presidents House           |
| CDC Child Dev. Center     | 430 S. 8 <sup>th</sup> St                         | Q Bldg Q                      |
| Clarion Hotel SJU Airport | 1356 N. 4 <sup>th</sup> St.                       | SAAB Simpkin Bldg             |
| CPS Chi Pi Sigma          | 230 S. 10 <sup>th</sup> Street                    | SAL Study Am Lang             |
| DG Delta Gamma            | 360 E. Reed St./ (279-9698)                       | SC Sigma Chi                  |
| DU Delta Upsilon          | 282 S. 10 <sup>th</sup> St./ No Phone             | SIM Simpkins Center           |
| DZ Delta Zeta             | 148 E. 11 <sup>th</sup> (279-9031)                | SJSU Research Foundation      |
| FH Field House            | 460 E. Humbolt St                                 | SN Sigma Nu                   |
| F1 Field 1                |   | SP Sigma Pi                   |
| F2 Field 2                |   | Spartan Shop Apt.             |
| F3 Field 3                |   | SPV Spartan Village           |
| F4 Field 4                |   | SSW Spartan Warehouse         |
| IC Inti Center            | 360 S. 11 <sup>th</sup> St/ San Sal               | STAD Spartan Stadium          |
| KC Koret Center           | 1200 S. 7 <sup>th</sup> St                        | TC Theta Chi                  |
| KD Kappa Delta            | 189 SW 11 <sup>th</sup> St/No Phone               | TCTS Tennis Courts            |
| KS Kappa Sigma            | 168 S. 11 <sup>th</sup> St/(279-9660)             | 10LT 10th Street Lot          |
| L14 Lot 14                |   | 65 S. 10 <sup>th</sup> Street |

# Annual Reporting

- Each year you will receive an email if you are a CSA
- If you did not receive any crime reports for the calendar year you will still need to complete the Campus Security Crime and Incident Form
- Mark the box “No Crimes reported”
- Initial the form
- Submit form to the Police Department



# THANK YOU

Thank you for reviewing the Campus Security Authority, if you have any questions contact Noemi Hinchberger:

(408) 924-2172

Please print the Certificate of Completion and send to the San Jose State Police Department Records Unit.

Email: [noemi.hinchberger@sjsu.edu](mailto:noemi.hinchberger@sjsu.edu)

Fax: (408) 924-3779

# Certificate of Completion Campus Security Authority

Name \_\_\_\_\_

Organization \_\_\_\_\_

I have reviewed the CSA training and understand that by Federal Law specifically, the Right To Know and Campus Security Act 1990 (re-named the Clery Act in 1998), I am required as a CSA to report specific crimes to San Jose State University Police Department

Sign \_\_\_\_\_

Date \_\_\_\_\_

Valid for 1 year from signing

