RHODE ISLAND COLLEGE
OFFICE OF STUDENT ACTIVITIES
INCIDENT REPORT
Student Union 408 (401) 456-8034

For life-threatening emergencies please call 9-1-1 then Campus Police at (401)456-8201. Call Campus Police at (401)456-8201 for non-life-threatening emergencies. Please submit this form to Student Union 408 within one business day.

Person involved (Please Print):

Name__________________________________________ Sex ___ Age___
Last First MI
Address__________________________________________ Phone________________
Status: RIC Member ___ Guest ___ Other(specify)__________ EMPLID: __________
Day/Date of Incident____________________ Exact Time:__________
Exact Location:________________________________________
*Describe incident with detail (apparent injuries, other people, situation, equipment, etc.)

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Witness(es) to incident (PLEASE PRINT):

Name__________________________________________ Phone:________________
Current Address:________________________________________ EMPLID: __________
Name__________________________________________ Phone:________________
Current Address:________________________________________ EMPLID: __________
Name__________________________________________ Phone:________________
Current Address:________________________________________ EMPLID: __________

If incident occurred during an activity was the activity supervised? Yes ___ No ___
Faculty/Staff person on duty_______________________________________________
*Action taken:_________________________________________________________________
________________________________________________________________________

Report Documented By:________________________________ Date:______________
Position:________________________________________ Phone:________________
RIC ID: ______________________

*Use other side if necessary