

# Campus Security Authority's Clery Flow Chart

**Where did the incident happen?**

[UNF Owned or Controlled Property](#)

Private property, public/city property that doesn't touch or isn't immediately adjacent to UNF owned or controlled

What is the classification of the incident?

**Not reportable**

- Crimes**

  - Murder/Negligent manslaughter
  - Murder/Non-negligent manslaughter
  - Rape
  - Fondling
  - Incest/Statutory Rape
  - Robbery
  - Aggravated Assault
  - Burglary
  - Motor Vehicle Theft (not vehicle burglary)
  - Arson
  - Dating Violence
  - Domestic Violence Stalking
  - Hate crime
  - Weapon, law or alcohol law violations
  - Hazing

Any incident that would classify as a crime not listed in the crime box.

**Not reportable**

## WAYS TO REPORT:

- UNF Main Page**

Go to unf.edu.

  1. Click on Clery at the bottom of the home page.
  2. Click the Campus Security Authority tab
  3. Then click on Crime and Incident Report Form. Here you will need to complete the form in its entirety. Also, give as much information about the incident provided.

- From myWings**

On your mywings home page, go to your Quick Links.

  1. Select Clery Report
  2. Campus Security Authority: Crime and Incident Report Form. Here you will need to complete the form in its entirety. Also, give as much information about the incident provided.

**SAFETY NOTICE:**

**Timely Warnings:** A Clery Act timely warning is used for the purpose of informing the campus community of a crime considered to be a **potential ongoing or serious threat** to students and employees in an effort to prevent similar crimes from occurring.

**Immediate Notification:** A Clery immediate notification is issued by the UPD upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus. Examples: include but not limited to: approaching **severe weather**, a **gas leak**, a **suspicious package with confirmation of a device**, an **active shooter on campus**, a **hazardous materials spill**. An emergency notification will contain the appropriate instructions to be followed by students and employees and the portions of the campus affected.