

**STUDENT (NON-ACADEMIC) CONDUCT
INCIDENT REPORT FORM**

To be completed by the person who suspects an incident of Student (non-academic) misconduct has occurred. For more information, please refer to the Student (Non-Academic) Conduct policy and related procedure, available on the CNC Policy Webpage. Please complete and submit this form to the Associate Dean of the student(s) program or the Director of Student Services.

1. Your Contact Information

Name: _____ Email: _____ Phone number: _____

Identify the category that best describes your current affiliation with the College:

☐ Student ☐ Employee ☐ Community Member ☐ Other (please describe): _____

2. Incident Details

Name(s) of the student(s) who potentially breached the policy:

Date(s) of the incident(s): _____

Time(s) of the incident(s): _____

Location(s) of incident(s): _____

Are there witnesses or other individuals with information about the incident? If yes, please provide their names.

Was there any external reporting or external response to the incident? (e.g., police, fire department, bylaw enforcement, etc.)

Did CNC Security respond to the incident when it occurred?

Please provide a detailed description of the incident(s) including a chronological sequence of relevant events. Feel free to use additional pages or include any other supporting documentation or evidence.

Please provide any additional information related to this incident:

3. Signature

By signing, I affirm that the statements made in this incident report are true and correct to the best of my knowledge and belief. I understand that the College may pursue disciplinary action in the case of a false, frivolous, or vexatious report. I understand that the information provided in this report including my name may be provided to the Student(s) whom this allegation is being made against. I agree to treat information related to this allegation confidentially, unless I am directly seeking advice in relation to this allegation.

Signature

Date