Incident Report for Off-Campus Courses and Programs

(Examples include injury, illness, crime, violations of SMU Code of Conduct or other SMU policies)

Incident		
Leader Name		Date
Incident Date	Approx. Time	
Name of Person/s Involved	Male/Female	Approx. Age
Check type of Incident and briefly desc	eribe:	
□ Illness		
☐ Behavior		
from physicians, care providers, police	. Use back of page if necessary.	

Property or vehicle damage (List items stolen, lost, damaged, and estimated value in US dollars). If vehicle-related, include the make, model, license number, insurance information, police report, phone numbers, etc.

Witness/es name and contact information
If a crime was witnessed, describe the physical characteristics of the alleged perpetrator (height, weight, age, clothing, hair color, etc.)

LETTER OF MUTUAL UNDERSTANDING

The SMU community assumes that each student who enters the university possesses and earnest purpose; the ability to exercise mature judgment; the ability to act in a responsible manner; a well-developed concept of, and commitment to honor, morality and integrity; and a respect for law and the rights of others. This assumption prevails unless a student negates it through misconduct. SMU's student conduct policies and expectations apply to off-campus study programs. It has been alleged that the student named below has recently violated an SMU policy or exhibited behavior that puts himself/herself or others at risk in some way. As a result, the student is required to complete and sign this Letter of Mutual Understanding and return it to the faculty course leader within the timeframe established by him/her.

Use the reverse of this form if additional space is needed.

Inappropriate behavior reported and/or policy allegedly	ly violated—
Brief description of way(s) in which student's behavio	or was not in compliance with SMU policy and/or expectation—
Describe understanding of the policy and/or expectation	ons (what they are and why SMU endorses them)—
Explain what actions will be taken to ensure that behave of this study away program and return to the U.S. –	vior is in keeping with SMU policies and expectation through the completion
Faculty comments—	
behavior and/or academic performance. Such dismissa	s any participant from a study away program for reasons of unacceptable al will be without refund and return transportation, if applicable, will be at the ur understanding that further allegations of policy violations could result in o go through student conduct procedures on campus.
Printed Name (Student)	Printed Name (Program Leader)
Signature/Date	Signature/Date