How to Report Student Concerns

Information Received by Faculty or Staff Member

Reporting Protocol remains the same regardless of:
Student being present with you (or not)
Time of day you need to report

Does the information require an immediate response?
(e.g. Suicidal Ideation, Medical Emergency, Threat to Others)
When in Doubt - Answer “Yes”

Does the information primarily pertain to a policy violation (including Title IX), non-emergency health or mental health concern, or expose the University to liability?

Is the information in regards to a Title IX incident?
Gender-based, relationship, or sexual discrimination or violence

Call 911

Call Public Safety 386-822-7300

Submit an Incident Report immediately through stetson.edu/reportit with any supporting information (emails, etc)

Campus Life On-call and/or Public Safety will follow-up according to protocol

END

Submit an Incident Report through stetson.edu/reportit
Choose a Gender-Based Report Option

Submit an Incident Report through stetson.edu/reportit
Choose the General Report Option

Submit an Incident Report through stetson.edu/reportit
Campus Life On-call will follow-up with the student or it will be routed to the Title IX Coordinator or appropriate Deputy Coordinator according to protocol

Submit an Incident Report through stetson.edu/reportit
Campus Life On-call will follow-up with the student or it will be routed to the appropriate office or professional according to protocol

Login to MyStetson and submit a referral in Stetson SSC.

Login to MyStetson and submit a note/contact in Stetson SSC.

No action is taken and the note exists only as a reference for faculty and staff

END

Note: Incident Reports are automatically emailed to the Dean of Students, VP and AVP of CLaSS, professionals serving in the CLaSS and Counseling On-Call systems, leadership of Public Safety, and Students of Concern team. Gender-Based Incident Reports are automatically emailed only to the Title IX Coordinator and Deputy Coordinator, Dean of Students, VP & AVP of CLaSS, Director of Public Safety, and Director of Counseling Center.