

## NJIT Incident Report Form

Use this form to report accidents (other than auto), injuries, medical situations or student behavior incidents. If possible, the report should be filed within 24 hours of the event and submitted to NJIT's Department of Risk Management at RiskManagement@njit.edu

**Information:**

Reported By:

Date of Report:

Contact Info...Phone, Email

**Incident Information:**

Incident Type:

Date of Incident:

Location of Incident (incl. city &amp; state)

**Description of Incident: (be as specific as possible attaching additional sheets as necessary)**

Names of parties involved / contact info:

Names of witnesses / contact info:

Was any individual Injured (provide details)

Was Medical Treatment Provided?

Was there any property damaged (provide details)

**Other information:**

Date report filed:

Email report to:

RiskManagement@NJIT.edu