

**Gallaudet University  
Center for International Programs and Services  
Study Abroad Incident Report Form**

Name and location (city & country) of person reporting incident:

Phone and fax number where caller can be reached:

Program affected by incident:

Name of student(s) and/or others involved:

Location of incident:

Date and time incident occurred:

Brief description of incident/emergency:

Actions taken locally:

Authorities/individuals contacted (local police, emergency response services, U.S. Embassy Consulate, family members, program faculty/staff, other students, etc.):

Information, if any, released to media:

Report taken by: \_\_\_\_\_  
Name Title Date Time

*If the real or perceived emergency results from a natural disaster, an act of terrorism, or an act of war, please complete the reverse side of this form as well.*

How severe/intense is the emergency?

Are there military or emergency personnel at the site of the emergency?

What was the target of unrest, if event was political?

Are GU students directly affected? If not, how close are GU students to the affected areas?

What is the advice of the nearest U.S.Embassy/Consulate?

What impact, if any, does the emergency have on availability of food, water, and medical supplies?

Is continuation of classes feasible?

How able are our students and staff to travel?

Under the circumstances, is travel advisable?

(NAFSA Region IV form)