Red Flags Identity Theft Incident Report

RESET FORM

When an identity theft incident occurs, complete this form and email it to report-fraud@ucf.edu. University employees are expected to notify University Audit once they become aware of an incident of identity theft or of the university's failure to comply with the Red Flags Identity Theft program per UCF Policy 2-105.1 - Identity Theft Prevention.

Contact Information of Individual Reporting the Incident (optional)	
Name:	Title:
Email:	Telephone/Fax:
Department/Division:	Date:

Incident Details

Please do not include sensitive information on this form such as social security or other identification numbers, credit card numbers, or personal financial records.

Date of Incident:	Date reported:	Time of Incident:

Describe the type of information/account compromised, the red flag, and how it was discovered:

Did this activity occur in person or by email, phone, or fax?

Who else or what department has been notified of the incident?

Is any of this activity on a security camera? Yes ☐ No ☐ Don't Know ☐

Has this been reported to local law enforcement or UCF Police? Yes ☐ No ☐
If yes, please provide a copy of the police report and case number:

Actions

Has the person(s) whose identity is in question been notified? Yes ☐ No ☐
By whom?

Did this action include an address change?	Yes ☐	No ☐	Request for new ID?	Yes ☐	No ☐
Request for student information?	Yes ☐	No ☐	Account information?	Yes ☐	No ☐
Use of a credit card?	Yes ☐	No ☐	Telephone number change?	Yes ☐	No ☐

Other, please specify:

SUBMIT FORM

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