



# Los Angeles Valley College

5800 Fulton Avenue, Valley Glen, CA 91401

## LAVC BEHAVIORAL INTERVENTION TEAM (BIT) INTAKE REFERRAL FORM

Please use this form to report any student behaviors that, in your opinion, are unusual, out of character, or disturbing to the level that the student's emotional state indicates distress. The information on this form will be used to track and evaluate problematic student behaviors to protect the safety, health and well-being of the campus community. **Threatening behavior should immediately be reported to the College Sheriff at (818) 947-2911.**

Please do NOT use this form to report alleged violations of student conduct. Reporting alleged violations of student conduct should be directed to Cecilia Cruz, Acting Associate Dean at [cruz3@lavc.edu](mailto:cruz3@lavc.edu).

Your Name: \_\_\_\_\_

Your Contact Information: \_\_\_\_\_

Where event took place: \_\_\_\_\_

Name of Student: \_\_\_\_\_

Student ID (if known): \_\_\_\_\_

Date(s) Behavior(s) Observed: \_\_\_\_\_

Please describe, in detail, what happened:

Please list other persons, if any, who may have witnessed the reported behavior:

Please indicate the student's emotional distress level that you observed:

To SUBMIT, please save this document and email to [bit@lavc.edu](mailto:bit@lavc.edu). A confirmation email response will be sent to you.