**Tip: Preferral of Sexual Assault Cases**

- Conduct these steps in addition to standard preferral of charges

- Coordinate with STC

-- Review and fill out the [STC Request Form](../../2.%20%20Proof%20Analysis%20and%20Witness%20Chart/Tip%20on%20STC%20Request%20Form%20and%20Interaction.docx) (adjust form to your reflect your Circuit’s counsel using [FLITE Roster](https://roster.jag.af.mil/pls/rosterdad/initialize_roster.showhomepage) and search for “circuit”)

-- Arrange best way to send evidence to STC

- Consult with the victim or the victim’s representative on jurisdictional preference (AFI 51-201, para 2.6.2.1). Use the [Sample Victim Jurisdiction Memo](Sample%20Victim%20Jurisdiction%20Memo.docx) to solicit victim input

- Be sure to complete all Indorsements

- Inform the civilian authorities if the victim wishes for civilians to prosecute the case. Use the [Sample Jurisdiction Notice to Civilians](Sample%20Jurisdiction%20Notice%20to%20Civilians.docx)

- Inform the victim of the jurisdictional decision. Use the [Sample Jurisdiction Decision to VIC](Sample%20Jurisdiction%20Decision%20to%20VIC.docx)

- Sexual assault victims, like all other victims, are due notice of case status and events, including preferral of charges. See AFI 51-201, para 7.11-7.12, and use [Sample Notice to VIC of Proceedings](Sample%20Notice%20to%20VIC%20of%20Proceedings.docx)

- Para 4.7.4 of AFI 51-201 withholds jurisdiction of sexual assault offenses committed on or after 24 Jun 14 to GCMCAs