

AREA OF RESPONSIBILITY: ENROLLMENT MANAGEMENT AND
STUDENT DEVELOPMENT

RESPONSIBLE CONTACT: VICE PRESIDENT FOR STUDENT AFFAIRS or DESIGNEE

POLICY IDENTIFICATION: MISSING STUDENTS

EFFECTIVE DATE: 12/2/89

Reviewed: 1/30/09; 05/2022

It is the policy of the University that students are officially considered missing at the time an official report is made regardless of the actual length of time since the student was last seen.

Missing students should be reported to the University Police Office by dialing 0 to reach the switchboard operator. The report should contain as much personal information as possible, such as the student's residence, social security number (if known), a brief description, information about where and when last seen, etc. The University Police Office shall notify the Vice President for Student Affairs when students are reported missing. The Vice President for Student Affairs shall notify the parents of the student immediately.