



NORTH CAROLINA AGRICULTURAL AND TECHNICAL STATE UNIVERSITY

POLICY IV--SAFETY 2.0

MISSING PERSONS

UNIVERSITY POLICY

In the event that a student is discovered to be missing for a period exceeding 24 hours a report should be made to one of the following university officials:

- * University Police Department
- * Dean of Students
- * Vice Chancellor for Student Affairs
- * Director of Housing and Residence Life

Following receipt of a missing student report, university officials will notify the A&T University Police Department who will follow their own investigation procedures. If the student has designated an emergency contact person with the university, the university will notify that individual within 24 hours of receiving a report that the student is missing. North Carolina A&T students can confidentially designate an emergency contact person by completing an Emergency Contact Registration form at www.ncat.edu/~counsel/ or residence hall students may fill one out when they check in the residence hall. By law, the parent/guardian of students who are under 18 and not legally emancipated will be notified in the event that the student has been reported as missing for 24 hours.

NC A&T Housing and Residence Life Missing Person Protocol

In the event that a student is discovered to be missing for a period exceeding 24 hours a missing person report should be made to one of the following university officials:

- * University Police Department
- * Dean of Students
- * Vice Chancellor for Student Affairs
- * Director of Housing and Residence Life

Residents 18 years and older:

Students may confidentially designate an emergency contact person with the university, by completing an Emergency Contact Registration form. Students may register a confidential contact when initially registering/checking-in. Students may make changes with the hall director at any time.

Residents younger than 18 years old (or not emancipated):

The policy requires us to notify the custodial parent or guardian no later than 24 hours after the time you are determined to be missing.

Should a missing person report be filed on your behalf, Housing and Residence Life will:

- Once a student is determined to be missing, Housing and Residence Life will contact the University Police who will follow their own investigation procedures.
- Notify your confidential emergency contact (custodial parent or guardian if you are less than 18 years old) within 24 hours after the student is determined missing.

All emergency contact information submitted to NCA&T Housing and Residence Life is kept confidential and only shared with appropriate emergency response and law enforcement personnel in the event such information is needed.

***If you suspect a person is missing,
notify the NCA&T University Police immediately at 336-334-7675.***

Approved by the Board of Trustees

Date Original is Effective: upon approval

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Revised: