



## MISSING RESIDENT STUDENT POLICY

### PURPOSE

To set guidelines for responding to a report of a missing resident student, in accordance with the Higher Education Re-Authorization Act of 2008.

### STATEMENT OF POLICY

Long Island University students living on-campus may be considered as missing when their absence is inconsistent with their established behaviors and a reasonable justification cannot be established. Before identifying a student as missing, the University will take reasonable measures to determine whether or not the student's whereabouts can be confirmed.

Any University community member, or a parent or guardian, who is concerned that a student may be missing should immediately call the Department of Public Safety, the Dean of Students, or LIU Promise. In the event of an emergency the University encourages individuals to contact 911. It is recommended that notification to the above individuals occurs as soon as it is believed that a resident student may be missing.

The University's missing student response involves the following:

- *Establishing an Emergency Contact:* All University students are required to maintain updated emergency contact information through their MyLIU. The emergency contact on the student's record is the individual who will be notified in the event that a student is reported missing. Students under the age of 18 are required to list their parent or legal guardian as their emergency contact. Students are responsible for updating this contact information if any changes occur.
- *Investigating a Missing Student:* Reports of a missing student are immediately filed with the Department of Public Safety who will launch an investigation into the report in collaboration with the Dean of Students. The University will also notify the local police department within 24 hours of the receiving a report. The University will also support any investigation launched by the local police department.
- *Informing the Emergency Contact:* Unless the student is quickly located, the Dean of Students, or designee, will contact the emergency contact on file. If no active emergency contact is on file, the University reserves the right to notify a custodial parent or guardian.

**POLICY TYPE: STUDENT AFFAIRS**