

Policies of the University of North Texas	Chapter 07
07.015 Notification Regarding Missing Resident Students	Student Affairs

Policy Statement. UNT is committed to the health, safety, and welfare of our students. If a student who resides in University housing is reported missing by a member of the University community or family member the following applies.

Application of Policy. All students who reside in University housing.

Definitions.

1. **University Housing.** “University housing” means Residential Housing owned and/or operated by the University of North Texas staff and/ or their designee.
2. **Resident Student.** “Resident student” means a student who resides in a University housing facility, including students residing in fraternity and sorority houses.
3. **Missing.** “Missing” means a student is declared “missing” when his/ her whereabouts is unknown and unexplainable for a period of time that is regarded by knowledgeable parties as highly unusual, or suspicious in consideration of the student’s behavior patterns, plans or routines.

Procedures and Responsibilities.

1. Students will be provided the opportunity to designate an individual to be contacted in the event that a student is determined to be missing. The registered information will be maintained confidentially to the extent permitted by law and will be accessible only to authorized campus officials. The University will not disclose the identity of the confidential contact except to law enforcement personnel in furtherance of a missing person investigation.

Responsible Party: University Housing Staff, Student Development Designee

2. Students, employees, or other individuals should report a student missing to any of the following:
 - a. UNT Police Department;
 - b. Housing staff (including the director, assistant/associate directors, and hall directors; or
 - c. Student Development staff (including the vice president, assistant/associate vice presidents, and dean of students).

Responsible Party: Campus Police, University Housing Staff, Student Development Designee

3. All concerns regarding a resident student's unexplained absence or lack of contact that is contrary to the student's normal behavior and/or is unusual based on existing circumstances will be immediately investigated in an effort to locate the student and confirm their safety.

Responsible Party: University Housing Staff/ Student Development Designee

4. An official Missing Person Report will be prepared by the Director of Housing or his/her designee, and immediately delivered to campus police any time a resident student is determined to have been missing for more than 24 hours. Housing staff will also notify the Associate Vice President for Student Development and/or the Center for Student Rights and Responsibilities.

Responsible Party: University Housing Staff

5. If campus police determine that a resident student who is the subject of a Missing Student Report has been missing for more than 24 hours, then campus police will notify other jurisdictions and will initiate emergency notice to the following people:
 - a. Any person identified in confidence by the resident student as the person to be contacted in the event that the student is the subject of a Missing Persons Report.
 - b. The custodial parent or guardian of any unemancipated student under 18 years of age.
 - c. The parent or guardian of any student to the extent permitted by the Family Education Rights and Privacy Act and not inconsistent with the expressed requested of the resident student.

Responsible Party: Campus Police

References and Cross-references.

20 USC 1092(j), 20 USC 1232g.

Forms and Tools.

Missing Persons Report

Approved: 2/23/2010

Effective: 2/23/2010

Revised: