

## **UMBC MISSING STUDENT POLICY**

The Higher Education Opportunity Act of 2008 requires any institution participating in a Title IV federal student financial aid program that maintains on campus housing facilities to establish a missing student notification policy and related procedures (20 USC 1092(j) Section 488 of the Higher Education Opportunity Act of 2008) for students living in on campus housing.

UMBC will provide every student living in on-campus student housing the opportunity and means to identify a Missing Student Contact to be used in the event the student is reported missing. Current and prospective residential students may register their Missing Student Contact when completing the annual UMBC Housing Application. This option is in addition to the required general emergency contact information in the application.

In accordance with the procedures established under this policy, within 24 hours after a student living in on-campus student housing has been reported missing and the student is not known to have returned to the University or otherwise been located, the Vice President of Student Affairs or their designee will notify the individual the student has designated as their Missing Person Contact. If the missing student is under 18 years of age and not an emancipated individual, the Vice President of Student Affairs or their designee will also notify the student's custodial parent or guardian.

The UMBC Police Department shall investigate all reports of missing students and will notify and cooperate with other law enforcement agencies, as necessary, to further the investigation.

### **Procedures**

Any individual who believes a student living in on-campus student housing may be missing should immediately contact UMBC Police. UMBC Police may notify the Vice President of Student Affairs upon receipt of a missing student report. When receiving such report, both the Vice President of Student Affairs and UMBC Police will attempt to determine whether the student is, in fact, missing. Additional steps that may be taken depending on the circumstances include:

- Vice President of Student Affairs or their designee will attempt to contact the student through all reasonable and available means.
- UMBC Police will investigate the validity of the missing person report and manage the information according to its established investigative standards.
- UMBC Police may notify appropriate University Officials and seek their aid in the investigation (e.g., Student Affairs, Residential Life, Counseling Center, etc.)
- UMBC Police will notify local law enforcement agencies within 24 hours of the determination that the student is missing.

If, within 24 hours of the report, UMBC Police is unable to locate the missing student and the student is not known to have returned to the University or otherwise located, UMBC Police will notify the Vice President of Student Affairs or their designee and take the following action(s):

- The Vice President of Student Affairs or their designee will promptly notify the individual the student has designated as their missing person contact and document the date and time of the notification.

- If the missing student is under 18 years of age and not an emancipated individual, the Vice President of Student Affairs or their designee will also notify the student's custodial parent or guardian and document the date and time of the notification.

Regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor, UMBC Police will notify local law enforcement agencies within 24 hours of the determination that the student is missing, unless the local law enforcement agency was the entity that made the determination that the student is missing. The Missing Person Contact is in addition to the general emergency contact provided in the Housing Application. If a Missing Person Contact is not formally declared, the University will notify the general emergency contact.

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For more campus security policies, crime prevention initiatives, and crime statistics, please view the Annual Security & Fire Safety Report at [police.umbc.edu/asr](http://police.umbc.edu/asr).