

Minnesota State University, Mankato University Policy	
Policy Name: Missing Residential Student	Effective Date of Last Review: August 1, 2017
Custodian of Policy: Vice President for Student Affairs and Enrollment Management	Date of Last Review: September 2016
Date of Adoption: July 1, 2010	Date of Next Review: September 2023

POLICY

Any person who has reason to believe that a student who resides in on-campus housing is missing should immediately notify University Security. After such notification, University Security will complete a report and an investigation will be initiated.

PROCEDURE

After investigating, if University Security determines that the student is missing, and has been missing for 24 hours, the Mankato Department of Public Safety will be notified, as well as the student's missing person emergency contact. This contact will occur no later than 24 hours after the student is determined to be missing.

If the missing student is under the age of 18, and not an emancipated individual, the University will immediately notify the student's parent or legal guardian after University Security has determined that the student has been missing for 24 hours.

Students residing in on-campus housing have the option to identify confidentially an individual, as their missing person emergency contact, to be contacted by University Security in the event the student is determined to be missing for more than 24 hours. Students who wish to register an emergency contact can do so with the Department of Residential Life. The missing person emergency contact is in addition to and separate from the contact person listed in the general student database.

RATIONALE

To comply with federal legislation, this policy is issued to establish a missing student notification policy for on-campus housing students stated in the Higher Education Opportunity Act section 488(g).

Policy:		
Formal Review Process	Date Submitted	Date Reviewed
✓ Vice President's Recommendation		Date
✓ President's Approval		Date