

AP 3503 Missing Student Notification

Reference:

34 Code of Federal Regulations Section 668.46(h)

If a member of the College community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify the Director of Campus Safety and Security at 661-763-7872. Taft College will generate a missing person report and initiate an investigation.

In addition to registering a general emergency contact, students residing in on-campus housing have the option to identify confidentially an individual to be contacted by Taft College in the event the student is determined to be missing for more than 24 hours. If a student has identified such an individual, Taft College will notify that individual no later than 24 hours after the student is determined to be missing. A student who wishes to identify a confidential contact can do so by completing the "Missing Student Contact Registration Form." A student's confidential contact information will be accessible only by authorized campus officials and law enforcement in the course of the investigation.

After investigating a missing person report, should Taft College determine that the student has been missing for 24 hours, Taft College's Director of Campus Safety and Security will notify the police department and the student's emergency contact no later than 24 hours after the student is determined to be missing. If the missing student is under the age of 18 and is not an emancipated individual, Taft College will notify the student's parent or legal guardian within 24 hours of the determination that the student is missing, in addition to notifying any additional contact person designated by the student.

MISSING PERSON CONTACT INFORMATION

Please identify an individual to be notified by Taft College if you are determined to be missing. If you are determined missing, Taft College will also notify the appropriate law enforcement agency not later than 24 hours after the time you are determined missing. In addition, if you are under 18 years of age and not an emancipated individual, Taft College is also required to notify your custodial parent or legal guardian if you are determined to be missing. Please check the box if you are under 18 and not an emancipated individual. (An emancipated individual refers to a minor who is self-supporting and independent of parental control, usually as a result of a court order.)

Contact's Information

Contact's First Name: _____

Contact's Middle Initial: _____ Contact's Last Name: _____

Contact's Relationship: _____

Street Address (1): _____

Street Address (2): _____

City: _____ State: _____ Zip Code: _____

County: _____

Missing Contact e-mail: _____

Area Code: _____ Phone Number: _____ (xxx-xxxx)

Alternate Area Code: _____ Alternate Phone Number _____

(xxx-xxxx) Alt-Phone Type: _____