

## 4910 Missing Students

In adherence to the DOE requirements regarding missing students, NWC requires all students living in residence halls or apartments to identify an emergency contact, which shall be maintained confidentially, in compliance with FERPA. In the event that NWC Security determines a student is missing, then local law enforcement, the listed emergency contact, and custodial parent/guardian (if student is under 18), will be contacted within 24 hours of making that determination.

If any individual suspects a student to be missing for more than 24 hours, they should immediately contact NWC Security, the Vice President of Student Services or the Director of Residential Life. Any reports will be investigated by NWC Security to determine if the student is missing.

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*Revised and Adopted 06/04/2021*