

MISSING STUDENT NOTIFICATION

Pepperdine University takes student safety very seriously. To this end, the following policy has been established concerning students who live in University-owned campus housing who, based on the facts and circumstances known at the time to University officials, are presumed to be missing.

Most missing person reports in the college environment result from students changing their routines without informing roommates and/or friends of the change. For the purposes of this policy, a student will be considered missing if a roommate, classmate, faculty member, friend, family member or other campus person has not seen or heard from the person in a reasonable amount of time. In general, a reasonable amount of time is 24 hours but may vary with the time of day and information available regarding the missing person's daily schedule, habits, and reliability.

Individuals will also be considered missing immediately if their absence has occurred under circumstances that are suspicious or cause concerns for their safety.

Purpose

This policy establishes University standards and procedures for notifying law enforcement, parents or guardians, and student-identified contacts when a student who resides in University housing is reported as missing or has been determined to be missing. This policy applies to students who reside in campus housing, including off-campus apartment units leased by the University for student residents. This policy applies to “missing persons” and is distinct from policies related to “welfare checks.”

Missing Person

For purposes of this policy, a student may be considered to be a “missing person” if the person’s absence is contrary to his/her usual pattern of behavior and/or unusual circumstances may have caused the absence. Such circumstances could include, but not be limited to, a report or suspicion that the missing person may be the victim of foul play, has expressed suicidal thoughts, is drug dependent, is in a life-threatening situation, or has been with persons who may endanger the student’s welfare.

Student Disclosures

Prior to occupying University housing, students will be informed of the following:

1. The University will notify the Department of Public Safety if a student is reported missing;
2. Students may identify a person to be contacted by the University

- not later than 24 hours after the time that the student is determined missing in accordance with the official notification procedures;
3. The University is required to immediately notify a custodial parent or guardian if a student, who is under 18 years of age and not an emancipated individual, is determined to be missing; and
 4. The University is required to notify law enforcement no later than 24 hours after the time that the student is determined to be missing.

Confidential Contacts

Prior to occupying University housing, students will be given the opportunity to designate an individual or individuals to be contacted by the University in the event that the student is determined to be missing (per the policy). A designation will remain in effect until changed or revoked by the student. The emergency contact information will be treated as confidential. Only authorized campus officials and law enforcement officers in furtherance of a missing person investigation will have access to the confidential contact information and it will not be disclosed to others.