

Missing Student Notification:

Northwest Campus Safety Department shall investigate all reports of students missing. This agency holds that every person reported as missing will be considered at risk until significant information to the contrary is confirmed. Any student that is considered to be missing for 24 hours should be immediately reported to the Campus Safety Department and the Dean of Students.

All students have the ability to register an emergency contact person within the BANNER system at anytime. This information will be used in an event of an emergency or a report that indicates that a student has been missing. Only authorized campus officials and law enforcement officers in the event of an emergency or a missing person investigation may access the information. In the event that a student is not registered the campus as well as all local law enforcement agencies will be notified of the missing student. All students that are less than 18 years of age and not emancipated, will have their parent or guardian notified by a campus official or law enforcement officer.

Missing student reports should be immediately referred to the Campus Safety Department or a local law enforcement agency. Northwest will follow procedures based off of the recommendations provided by the National Center for Missing and Exploited Children "Model Policy 2006."