

MISSING STUDENT NOTIFICATION

It is the policy of Medical University of Silesia (SUM) to actively investigate any report of a missing student who is enrolled at the University. The following procedures have been established for the University community regarding the reporting, investigation and required emergency notification when a student residing in campus housing is determined to be missing. This policy applies to residential students. For purposes of this policy, a residential student is a currently enrolled student who resides in campus housing under a housing contract.

Identifying a Contact Person

All Medical University of Silesia students applying for on-campus housing will have the option (at the time the student completes the housing agreement) of identifying an individual to be contacted by the University within 24 hours of a determination being made that the student is missing in accordance with this policy. This information will not be disclosed with the exception of staff designated to respond to missing person reports and law enforcement personnel in furtherance of a missing person investigation.

Procedure for Identifying a Missing Student

Members of the University community should immediately report missing persons to the Dean by calling the Dean's Office. Within the University, responsibility for investigation of missing person reports rests with the Dean. There is no waiting period for reporting a missing person.

Appropriate Campus staff and others deemed appropriate by the Dean will be notified to aid in the search and location of the student the Dean will immediately initiate a missing person investigation. Initial staff investigations will include a thorough review of the student's recent activity on campus which may include, but not limited to questioning the student's roommates/suitemates and friends, calling the student's cell phone, emailing the student, visiting the student's room reviewing records of the student's recent lecture, lab, or small group attendance. A student will be presumed to be missing when his/her absence of 24 hours or more is inconsistent with his/her established patterns of behavior.

Actions Upon Determination of Missing Person Status

If the Dean determines that a student is missing; the Dean will take the following actions:

- If the student has designated a contact person, the Dean will notify that contact person within 24 hours of the determination that the student is missing.
- If the student is under 18 years of age and is not an emancipated minor, the Dean will notify the student's custodial parent or guardian and any other designated contact person within 24 hours of the determination that the student is missing.
- Regardless of whether the student has identified a contact person, if he/she is above the age of 18 or is an emancipated minor, the Dean will inform local law enforcement within 24 hours of the determination that the student is missing.
- The Dean may request the assistance of other law enforcement agencies as deemed necessary in the investigation.