

Campus Housing Missing Student Notification Policy

This policy outlines the official notification procedures of Sitting Bull College for missing students who reside in on-campus housing, in accordance with the requirements of the Higher Education Opportunity Act of 2008 (HEOA). The purpose of this policy is to promote the safety and welfare of members of the College Community through compliance with the requirements of the HEOA.

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 Fort Yates Police Department at 701-854-7241, The Resident manager 701-854-2159, and/or the Housing manager at 701-854-8012.

Upon receiving information that a student cannot be located and may be missing, FY Police officers in conjunction with the Housing Manager will initiate an investigation which will include the following:

- Conduct a welfare check into the student's unit.
- Call known contacts (parents, guardians, roommates, and friends).
- Contact employers and associates, if known.
- Contact the student's professor to ascertain the student's recent attendance in class.
- If the student has a vehicle, the Resident Manager will attempt to locate the vehicle.

If the student cannot be located after reasonable efforts, FY Police will then contact the student's emergency contacts no later than 24 hours after the student has been determined to be missing. If the missing student is under the age of 18 and is not an emancipated individual, FY Police will notify the student's parents or legal guardian.

The Resident Manager will file a Missing Persons Report with the Fort Yates Police Department to initiate an investigation. This report must be filed in person at the Fort Yates Police Department located in Fort Yates, North Dakota.