

UAMS Academic Affairs Policy – 1.4.5



UNIVERSITY OF ARKANSAS
FOR MEDICAL SCIENCES

Policy: University of Arkansas for Medical Sciences, Division of Academic Affairs

Subject: Missing Student Policy

Number: 1.4.5

Date Approved (Council of Deans, Provost): August 21, 2019

Date Effective: August 21, 2019

Last Review/Revision: November 17, 2023

Next Review/Revision: November 17, 2025

PURPOSE

In accordance with Section 485(j) of the Higher Education Act, 20 USC Section 1092(j), the University of Arkansas for Medical Sciences has developed this investigation and notification policy regarding students who reside in campus housing and who have been reported as missing.

SCOPE

Any student who lives on or off campus and is enrolled in UAMS programs.

POLICY

A student is determined to be missing when a report comes to the attention of a University official and the University determines the report to be credible. A student who has been missing for at least 24 hours is considered a missing student but in some cases it may be determined that the student is missing prior to the full 24 hours. In establishing a student is missing, circumstances may include, but are not limited to:

- A parent, roommate, suitemate, or classmate of the missing student has reported the disappearance due to irregular contact with the student;
- A student is out of contact after reasonable efforts to reach that missing student by phone calls, emails, and/or in-person attempts to establish contact;
- Circumstances indicate a criminal act is involved, even before twenty-four (24) hours has passed;
- Circumstances indicate that the missing student's physical safety is in danger, even before twenty-four (24) hours has passed;
- Circumstances become known that substance dependence may threaten life or health of the missing student, even before twenty-four (24) hours has passed;

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- Existence of a physical / mental disability indicates that the missing student's physical safety is in danger, even before twenty-four (24) hours has passed.

PROCEDURE

Any report to a University official indicating that a student is missing shall be referred immediately to the UAMS Police Department and to the Office of the Provost, and an investigation should be initiated. If the investigation determines that the student has been missing more than 24 hours, the following persons shall be notified:

1. A. If the student resides in on campus housing: All confidential contacts designated by the student as listed on the "UAMS Resident Emergency Contact Information" form.

Students have the option of identifying an emergency contact person or persons of their choice. This emergency contact information will be collected by the Office of Student Housing at the time of check in (see "UAMS Resident Emergency Contact Information" form below), and can be updated upon request of the student at any time. This information is considered confidential and is only to be accessed by University officials for official purposes.

B. If the student resides in off campus housing: The missing student's emergency contacts on file with UAMS will be notified.

2. If a student is under 18 and not an emancipated minor, the student's custodial parent(s) or legal guardian(s) will be notified no later than 24 hours after the time the student is determined to be missing according to the institution's official notification procedures.
3. The UAMS Police Department will work with other law enforcement agencies, as necessary, once a student is determined to be missing. University officials may elect to notify additional persons determined to be appropriate and consistent with the Family Educational Rights and Privacy Act.