

Missing Students

All colleges and universities offering student housing are required to notify a designated emergency contact whenever a resident student is deemed missing for more than 24 hours. If someone believes a resident student has been missing for 24 hours, that person should report this fact to the Office of Public Safety; if any other person or Campus department obtains such a report, that person or department must refer the report to the Office of Public Safety immediately.

Every resident student is urged to designate an emergency contact person and may do so in the Office for Student Success (Student Development and Campus Life). The designated person may be any responsible individual who is at least 18 years old. The designation is confidential and may not be disclosed, except to law enforcement authorities involved in a missing persons investigation. If the missing student is under the age of 18 and not considered an “emancipated minor,” however, then the College is required to notify both the designated person and a parent or legal guardian within 24 hours. If a resident student does not designate a person to be contacted specifically for this purpose, the College will notify the emergency contact that the student furnished at the time of enrollment. Berkeley College will notify the designated person if (1) a resident student’s whereabouts has not been determined for 24 hours; or (2) whenever the College receives information indicating that a resident student has been abducted, is reported missing, or is otherwise in danger. In all cases, Berkeley College will notify local law enforcement within 24 hours of the determination that the student is missing.