

Missing Resident Student Policy and Procedures

The purpose of this policy is to establish the process for responding to reports of missing resident students as required by the Higher Education Opportunity Act of 2008. A report of “missing” includes a reasonable/reliable report or suspicion that the resident student is missing or may be endangered. This policy applies to Ferris students who reside in on-campus housing, including on-campus apartments and suites.

Emergency Contact Information Designation

Federal regulations require colleges to inform resident students of the option to have the contact person of their choice notified in the event a resident student is reported missing. In such instances, the University is required to contact parents/guardians when the resident student is under the age of 18. Resident students 18 or older may also “opt in” or request such notification to occur should they be reported missing. All contact information provided by resident students will be registered confidentially and this information will be accessible only to authorized campus officials and law enforcement officers in furtherance of a missing person investigation.

By providing contact information and signing the back of the emergency contact information card (Housing Blue Card), a resident student agrees to participate in this program during the current academic year. This participation may be revoked at any time by noting so on the Emergency Contact Information form. In cases of revoked participation (for resident students 18 or older), resident students would continue to be subject to university policy regarding parental and emergency notification.

Notification Procedures for Missing Resident Students

If anyone believes a resident student is missing, it is essential for the safety and well being of the University community that the proper authorities are notified immediately. The University’s Department of Public Safety and all residence hall staff have been designated as “Reporting Officials” for missing resident students at the University. Reporting Officials are designated to receive missing resident student reports and are required to relate all such reports to the University’s Department of Public Safety.

Reporting Officials

Department of Public Safety (231) 591-5000

Residence Hall Staff are available through the residence hall front desk

Apartment and Suites residents contact Department of Public Safety

When a resident student is reported missing to Residence Hall Staff, the Hall Director, or Hall Director on duty, will be contacted immediately. The Residence Hall Staff will attempt to locate the missing resident student. If the missing resident student is not found, Housing will contact the Department of Public Safety. The University’s Department of Public Safety will generate a missing person report and initiate an investigation. If the University’s Department of Public Safety determines that the resident student is missing, the University will notify other appropriate law enforcement agencies and the resident student’s emergency contact no less than 24 hours after the resident student has been reported missing.