

School Procedures of the University of North Texas Health Science Center	Chapter 15 – School Procedures Student Affairs, Education, and Funding
15.132 Missing Student Notification Procedure	

Procedure Statement.

Missing Students/Suzanne’s Law. If a member of the University of North Texas Health Science Center (UNTHSC) community has a reason to believe that a student is missing, all possible efforts are made to locate the student to determine their state of health and well-being.

Application of Procedure.

This procedure applies to all SBS students, faculty, and staff.

Definitions.

None.

Procedures and Responsibilities.

1. Students are busy and it can often be difficult to get in touch with them. However, if an individual has not been able to reach a student by e-mail or telephone, it may be a sign of a more serious problem. If the student is not located, the SBS Office of Student and Academic Affairs is notified and a referral is made to the Care Team through the 24/7 Care Team Line (817-735-2740) or through the Person of Concern Reporting Form on the Care Team website at (<https://www.unthsc.edu/care-and-civility/care-team/>)

Responsible Party: All SBS students, faculty, and staff, SBS Office of Student and Academic Affairs.

References and Cross-references.

Student Data Sheet: <https://www.unthsc.edu/students/registrar/>
 Crime Control Act of 1990 – 5779 & 5780 Reporting Requirement.

Forms and Tools.

All student related policies can be found online at <https://app.unthsc.edu/policies>

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