

MISSING PERSON INQUIRY AND  
CONFIDENTIAL CONTACT INFORMATION FORM

In accordance with the Higher Education Opportunity Act of 2008, the College of William & Mary has a procedure to investigate when a student is reported missing, Each student has the option to designate a confidential contact by submitting this form to the Dean of Students. This person will be contacted within 24 hours of the time that a student is considered missing. Law enforcement officials (including campus police) also will be notified of a student's absence no later than 24 hours after the student has been deemed missing, and will follow their own investigation procedures. However, keeping your confidential contact up-to-date about your whereabouts will help the investigation considerably.

BE AWARE THAT IF YOU ARE A MINOR (UNDER 18 AND NOT EMANCIPATED), YOUR PARENT(S) OR GUARDIAN(S) WILL BE NOTIFIED WITHIN 24 HOURS THAT YOU ARE DEEMED MISSING, EVEN IF THEY ARE NOT THE CONFIDENTIAL CONTACT(S) NAMED ON THIS FORM.

**YOUR PERSONAL INFORMATION:**

Name: \_\_\_\_\_ Student ID#: 930 \_\_\_\_\_  
*First, middle, last*

Address: \_\_\_\_\_  
*CSU Street Address City State Zip*

Telephone #: \_\_\_\_\_ Alt. Telephone #: \_\_\_\_\_ Email: \_\_\_\_\_

**CONFIDENTIAL CONTACT INFORMATION:**

Name: \_\_\_\_\_ Student ID#: 930 \_\_\_\_\_  
*First, middle, last If applicable*

Relation to you: \_\_\_\_\_

Address: \_\_\_\_\_  
*CSU Street Address City State Zip*

Telephone #: \_\_\_\_\_ Alt. Telephone #: \_\_\_\_\_ Email: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please submit this form to the Office of the Dean of Students, Campus Center 109.**

THIS INFORMATION WILL BE KEPT ON FILE IN THE OFFICE OF THE DEAN OF STUDENTS FOR ONE YEAR FROM THE TIME YOU SUBMIT IT. AT ANY TIME YOU MAY SUBMIT A FORM WITH NEW CONTACT INFORMATION. THIS INFORMATION WILL BE KEPT IN A CONFIDENTIAL LOCATION AND WILL ONLY BE USED IF YOU ARE REPORTED MISSING. IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT THE OFFICE OF THE DEAN OF STUDENTS AT (757) 221-2510.