



**Before completing this form, here are some questions for you to consider:**

1. Do you believe they are a threat to themselves or to others? If so, contact University Police immediately.
2. Has the resident been gone for a long enough period of time that you believe they are missing?
3. Have you contacted the location/place where they most recently had been?
4. Have you tried to contact them through various means, e.g. cell phone, text, email, Facebook, etc.?
5. Have you contacted other friends or relatives who may know where they are?

Name of missing resident: \_\_\_\_\_

Campus address: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

How long have they been missing? \_\_\_\_\_

Where were they supposed to have been? (Visiting a friend, family, on a trip, out with friends, etc.)  
 \_\_\_\_\_  
 \_\_\_\_\_

When were they supposed to have returned?  
 \_\_\_\_\_

What have you done to locate them?  
 \_\_\_\_\_  
 \_\_\_\_\_

Other people you have contacted to find them (provide any information you know):

Name	Phone	Email Address

Other information that you think would be helpful for us to know:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Your name: \_\_\_\_\_ Your Cell Phone: \_\_\_\_\_

Your campus/local address: \_\_\_\_\_

I understand that by completing this form, University Police will be notified as well as either the resident's parent/guardian if they are under 18 OR their emergency contact if they are over 18.

Your signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Complete this form and turn it into your Resident Director. Thank you.**