



Immigration Customs Enforcement (ICE) on Campus?

Know what to do.

1

REMAIN CALM AND PROFESSIONAL

- “I am not authorized to release any information.”
- Always remain calm and respectful but inform the ICE officer that you are not authorized to release any information.

2

DO NOT DISCLOSE ANY INFORMATION

- Do not provide any student information, including status, class schedules, or personal details to the officer.
- Inform the officer that “All requests for student information must go through the Office of the College President.”

3

DIRECT THE OFFICER TO THE OFFICE OF THE COLLEGE PRESIDENT

- Escort the officer, if possible, to the Office of the College President.
- OR Request Campus Police to escort the officer to the Office of the College President

4

NOTIFY THE OFFICE OF THE COLLEGE PRESIDENT AND CAMPUS POLICE IMMEDIATELY

- Provide name and badge number of the officer (if provided) and the nature of the request
- Write a brief report summarizing the interaction with the ICE officer. Include date, time, location, name and badge number of officer (if provided). Email this information to the College President.

**OFFICE OF THE
PRESIDENT**
805-289-6460
CAMPUS POLICE
805-289-6486

After hours:
805-437-8444

REMEMBER:

- Our colleges are committed to supporting all our students, regardless of immigration status.
- Student information is protected under the Family Educational Rights and Privacy Act (FERPA) and California state law.
- If concerned about federal immigration officials on campus, contact the President’s office.
- Do not share details of the ICE officer’s visit or request with anyone other than personnel in the Office of the College President.