KNOW YOUR RIGHTS



If you are approached by someone asking you for information about a student or employee, don't panic. Follow our procedures:

- Do not provide them with any information about students or staff. You are not authorized to release information about students or staff. This includes identifying students in a course.
- Ask the individual who they are and who they represent. If they say immigration or any law enforcement agency, get their name and credential, and notify the SCCCD General Counsel's office, 559-243-7125. Also notify the SCCCD police department, 559-244-6140.
- Be polite and professional, and do not lie to immigration or the law enforcement officer or agent.

You can say:

"California law and campus administrative policies do not authorize me to share student or employee information. I will need to connect you with our SCCCD General Counsel's office and our campus law enforcement."

Follow the directions provided by the General Counsel's office and campus police.

Scan here for more information













