

# NOCE Employees: Protocol for Responding to Immigration Related Inquiries



*If approached by an immigration or law enforcement officer on campus, please follow the steps below:*

**Step 1: Politely inform the officer that:**

- You are not obstructing their process;
- You do not have the authority to respond to their request; and
- You are required to follow the NOCE protocol for such inquiries

**Step 2: Immediately contact Campus Safety to report the visit:**

- Anaheim Campus; (714) 808-4911
- Cypress Center: (714) 484-7387
- Wilshire (Fullerton) Center: (714) 992-7777

**Step 3: Within one business day, submit the Immigration-Related Inquiry Form. The form is available at [noce.edu/campus-safety](http://noce.edu/campus-safety) or this QR code.**

**Scan QR Code for Immigration-Related Inquiry Form.**



**Important Reminder:** Law enforcement officials are *not authorized* to enter private spaces - including classrooms, labs, offices, and any areas marked 'Authorized Personnel Only' - without a **judicial warrant** or **District permission**.



**For the NOCCCD AP 3415  
Immigration Enforcement  
Activities, scan the QR-code**

**For the NOCCCD Board of  
Trustees Resolution, Support  
for Students and Privacy of  
Student Records, scan the  
QR-code**



**For Board Policy 5040  
Student Records, Directory  
Information, and Privacy,  
scan the QR-code**