

Lawrence University Protocol for Campus Presence of Immigration & Customs Enforcement (ICE) or Law Enforcement Agents

All Lawrence facilities are open to current Lawrence University students, faculty, and staff as well as certain approved board members and alumni (the “Lawrence Community”). **As of February 2, 2026, except for those with specific advance written approval, access to all Lawrence owned, leased or operated buildings is limited to the Lawrence Community.** All other persons are prohibited from entry and considered trespassers in violation of this policy. ICE and Law Enforcement Agents, unless possessing judicial warrants or responding to exigent circumstances are subject to this prohibition.

If ICE or Law Enforcement Agents are observed on campus without administrative escort, Campus Safety (920-832-6999) should be notified immediately to respond. Any such agent requesting to enter non-public areas of campus should be directed to Campus Safety and/or University Counsel.

- In general, ICE and Law Enforcement Agents must have a judicial warrant or subpoena to access non-public areas. Exceptions to the requirement are as follows:
 - In the event of exigent circumstances (the risk of imminent harm to people or property).
 - Outdoor spaces and public events such as concerts or athletic events.
 - If consent is given to enter by those with authority to do so (Campus Safety only).
- With respect to all the exceptions above, Lawrence community members should not interfere with any such activity but should immediately contact Campus Safety at 920-832-6999.

If ICE or Law Enforcement Agents arrive and ask to enter non-public areas of the University or request information about another individual, the proper protocol is:

- **Ask the agent to wait before entering any non-public areas until Campus Safety has arrived.** Campus Safety will contact University Counsel and will help coordinate the University’s response.
- **Call Campus Safety**, or, if necessary, provide them with Campus Safety contact information.
- **Do not accept service of a warrant, subpoena or any legal document.**
 - If shown any such document, the proper response is: “I am not authorized by the University to grant permission to enter non-public areas, provide information about individual students or employees, or to accept service of documentation on behalf of the University,” then refer the agents to Campus Safety and the Office of the University Counsel.

Supporting Measures: Be alert and do not circumvent this protocol, and also take care to:

- Do not prop doors open or allow strangers into campus buildings that have been secured.
- Do not lend keys or access cards to non-students and do not leave them unattended.
- Do not give access codes to anyone who does not belong to the campus community.

Summary: if any ICE or Law Enforcement Agents are observed on campus without Campus Safety escort, Lawrence Community members should **IMMEDIATELY CONTACT CAMPUS SAFETY at 920-832-6999.**