

## Responding to Federal Agents

Practice responding to federal agent requests using the following sentence stems:

- “I am not authorized to answer your questions.”
- “I am not authorized to review or accept legal documents.”
- “I have been instructed to call the UW Bothell Campus Safety Office before you proceed. Please wait while I do that.”
- “I will call my supervisor now.”

**The information on this card is not legal advice and is purely informational.**

## Additional Guidance for Supervisors

- Immediately notify the **Assistant Vice Chancellor of OEHR** after contacting Campus Safety.
- Gather essential information like:
  - Date/time of detainment
  - Location
  - Anticipated time away
  - If employee/student has legal representation

**Find Relevant Resources at the QR Code Below**



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# 2026 Policy & Procedure for Faculty Responding to Federal Agents on Campus

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## Know Your Rights on Campus

- You have the right to remain silent - federal agents may use anything you say against you.
- Federal agents cannot access private spaces without a valid judicial warrant or judicial order like:
  - All Classrooms
  - All Laboratories
  - Residential Halls
  - All Private offices
  - And card-access only or restricted access spaces.

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## Know Your Rights on Campus

- You have the right to an attorney. Keep information easily accessible.
- You can refuse to sign anything that you do not understand. **Do not sign or receive any documents.**
- Federal agents are permitted in public spaces like:
  - All Dining Facilities
  - All Building Hallways, Study Spaces, & Lobby areas
  - All Outdoor Spaces & more.

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## Best Practices for Faculty

- Remain calm and professional.
  - Do not lie, block, or interfere with an agent.
- Follow UW Protocol when contacted
  - Inform the officer of next steps.
  - **Call campus safety at 425.352.5359**
  - Notify your Dean.
- Protect student and employee privacy per KWW & FERPA.

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