

Carroll College

Information and Guidance Related to Immigration and Customs Enforcement (ICE) and Visa/SEVIS Issues

On January 20, 2025, the Department of Homeland Security (DHS) issued a memorandum authorizing Immigration and Customs Enforcement (ICE) agents to conduct enforcement actions – including searches, seizures, and arrests – in or near areas that previously received special protections, including colleges and universities. The DHS announcement ended a long-standing federal policy restricting ICE raids and other enforcement actions in “sensitive” locations — like schools, churches, and hospitals.

Carroll College continues to monitor the situation and would like to ensure that its students, staff, and faculty are equipped with the resources and information needed to navigate interactions with ICE officials should they visit our campus. Additionally, we would like to provide some general guidance if you or someone you know experiences adverse immigration actions, such as visa revocation, SEVIS record termination, or termination of immigration status. This document provides several important tools, guidelines, and resources. This guidance is not legal advice. It provides general principles and guidelines to aid in compliance with immigration and other laws while protecting the rights and privacy of students, faculty, and staff. This interim guidance is subject to change.

Thank you for your continued efforts to support our students and the broader campus community.

General Interactions with Law Enforcement Personnel:

At different times and for varied reasons, law enforcement personnel representing different local, state and/or federal agencies may be present on campus to interact with faculty, staff, students, and visitors in an official capacity. While Carroll College relies heavily on partnerships with these law enforcement agencies to support our campus community, we must also be aware of college policies and procedures designed to protect and preserve regulatory compliance, daily activities, the campus community, and business viability of the college.

When acting on campus, law enforcement agencies must report to the Director of Campus Security and Public Safety. Law enforcement agencies are encouraged to work closely with Jay Nelson, Director of Campus Security and Public Safety to coordinate, carry out, and proceed with their duties when they involve members of our Carroll College community on our campus and/or at College sanctioned events and activities.

At all times, Carroll College personnel should comply with local, state, and federal laws when engaging with law enforcement personnel. As per policy, in cases of immediate danger or public safety threats, Campus Safety and Security and Local Law Enforcement may act to protect the community. Subsequent procedures will follow once the emergency is stabilized.

Responding to ICE on Campus

While rare, ICE agents or other immigration enforcement agents appear on or near campus, it is critical that our community understand the legal process and respond appropriately:

What You Should Know:

- ICE agents (and other law enforcement personnel) are permitted on public areas of the campus and should be treated with respect.
- ICE agents cannot legally enter private areas such as classrooms, residence halls or rooms, offices, or other non-public areas (any area that requires key or key card access) without a **judicial warrant** signed by a judge.
- An **administrative warrant** (e.g., Form I-200 or Form I-205) is not sufficient for an ICE agent to gain access to a non-public space.
 - The differences between an administrative warrant and a judicial warrant are shown [in these examples](#) by Luminus.
- **Student records are protected under FERPA** and cannot be released without a subpoena or court order.
 - Please remember that the personal identifiable information contained in any college record about employees and students is protected under laws such as the FERPA and college policies. Employees are required to maintain the confidentiality of such information. We will not share private student information unless required by subpoena or warrant.
- **Keep in mind** that ICE agents, DHS officials, or any law enforcement officer may be on campus for a variety of reasons unrelated to enforcement actions, such as partnering with Campus Safety and Security, career recruitment events, training, and guest lectures.

If You Are Approached by ICE:

1. **Stay calm and professional.** Do not assume ill intent and do not interfere with their activity.
2. **Ask for identification and a copy of any warrant.** Write down the names and badge numbers of the agents involved, and any other details that seem appropriate. If a warrant is produced, determine whether it is a judicial warrant or an administrative warrant, and confirm that all details are accurate (e.g., court caption on top, signed by a judge, lists proper address/location, and is being presented on the day and during the time listed in the warrant).
3. Politely decline access to private areas **without a judicial warrant**.
4. **Immediately contact:** Jay Nelson, Director of Campus Security and Public Safety at (406) 447-4404 or (406) 490-5073. If Jay is not available, please contact AVP of Student Engagement/Dean of Students Annette Walstad at deanofstudents@carroll.edu or (406) 447-5434 or (406) 410-0480.
5. Do not share private information or records. Direct all inquiries to AVP of Student Engagement/Dean of Students who will consult with legal counsel.

Suggested Language:

“I’m not authorized to grant access or provide information. Please allow me to contact the appropriate person to assist you. May I see a judicial warrant signed by a judge?”

If a Visa Is Revoked or Status Is Impacted

We understand that the U.S. immigration system can be confusing and complications with your status are stressful. If you or someone you know experiences a **visa revocation, SEVIS record termination, or some other adverse action toward your immigration status**, Carroll College is here as a resource for you.

For Students and Employees:

- **Contact an immigration attorney**
 - [ACLU of Montana](#)
 - Greg Dorrington at Crowley Fleck, PLLP may be able to assist (406) 449-4165
- **Be cautious about traveling abroad** until you’ve consulted with a legal advisor.
- Keep copies of any government notices or documentation. Keep a record/copy of these documents with someone who can be reached at all hours.
- Ask about options for **reinstatement, transfer, or change of status**. Confer with experienced legal counsel to explore all possible options that may be available to you. Each situation is unique.
- **Carroll College offices who may be able to provide additional information:**
 - Students contact Shannon Ackeret, Director of Global Education: sackeret@carroll.edu or (406) 447-4469
 - Employees contact Karla Wertz, Director of Human Resources: kwertz@carroll.edu or (406) 447- 5501

What Carroll College Will Do:

- Provide appropriate resources and support.
- Work with affected individuals to pause any Carroll College disciplinary or academic action, where appropriate.
- Offer temporary leave or academic accommodations as needed.
- Ensure departments and staff are aware of protocols to respond compassionately and lawfully.

Our Commitment

Carroll College is deeply committed to safeguarding the rights, safety, and dignity of every student, faculty member, and staff regardless of immigration or visa status. Carroll also commits to increasing education about immigration issues in partnership with local organizations and law enforcement agencies who have expertise in this area.

If you have any questions, concerns, or need immediate assistance, please contact:

- **Legal Information and Resources**

- [Immigrant Legal Resource Center](#)
- [National Immigration Law Center - Protecting Immigrant Students & Employees: Guidelines for Higher Education Institutions.](#)
- [ACLU of Montana](#)

- **Director of Campus Security and Public Safety:** Jay Nelson (406) 447-4404 or (406) 490-5073
- **Counseling Services:** Kasey Nixon (406) 447-5441 or (406) 447-4536
- **Student Affairs/Dean of Students:** Annette Walstad deanofstudents@carroll.edu or (406) 447-5434
- **Interim Vice President for Academic Affairs:** Amy Honchell: ahonchell@carroll.edu or 406-447-5437
- **Vice President of Student Engagement:** Kathleen O’Leary koleary01@carroll.edu or (406) 447-5466
- **Director of Human Resources:** Karla Weltz kweltz@carroll.edu or (406) 447- 5501
- **Director of Global Learning:** Shannon Ackeret sackeret@carroll.edu or (406) 447-4469

Other Resources:

U.S. Immigration and Customs Enforcement (ICE) Information and Rights

[U.S. Immigration and Customs Enforcement webpage](#)

[Mobilization for Justice - Interacting with ICE in Public Spaces](#)