

SOUTHWESTERN COMMUNITY COLLEGE	BUSINESS SERVICES RESIDENCE CLASSIFICATION AND RECLASSIFICATION FOR TUITION	Policy 07.01.06
-----------------------------------	---	--------------------

I. Initial Determination

Each applicant for admission is required to complete the Residency Status section on the Application for Admission. The Office of Admissions reviews the application to determine if the applicant has established legal residence (domicile) in North Carolina and maintained that legal residence for at least the twelve months immediately prior to classification as a resident. If the Office of Admissions determines that the twelve-month requirement has been met, the applicant resident will be assigned resident (in-state) tuition status. If the twelve-month requirement has not been met, the applicant will be assigned the nonresident (out-of-state) tuition status. Special situations involving marriage to a North Carolina resident or out-of-state military assignment should be brought to the attention of the Registrar.

If a determination cannot be made from the Application for Admission, the applicant must complete the North Carolina Residence and Tuition Status Application. The Registrar will review the application and assign a classification for tuition purposes.

II. Change in Residency Classification

If a student is currently classified as a nonresident for tuition purposes and the student's status should change, it is the student's obligation to apply for reclassification to that of resident. The student must complete the North Carolina Residence and Tuition Status Application. The Registrar will review the application and assign resident status, if warranted. Resident tuition status shall be effective the next academic term following the date of application for reclassification.

If a student is currently classified as a resident for tuition purposes and the student's status should change, it is the student's obligation to apply for reclassification to that of nonresident provided, however, that for tuition purposes, the student's in-state classification shall remain for a grace period of twelve weeks from the date of the circumstances warranting the reclassification. In the event the twelve weeks ends during a semester or academic term, the grace period shall extend for the remainder of that semester or term.

Students who provide false residency information or knowingly withhold residency information shall be deemed to have submitted a fraudulent application and are subject to reclassification and payment of the difference between nonresident and resident tuition for the enrolled academic terms(s) from the date of the actual change in residency or fraudulent application and its discovery.

III. Appeal

If the applicant/student is not satisfied with the initial classification or reclassification, the applicant/student may appeal to the Dean of **Students** ~~Student Services~~ within ten (10) business days from the date the applicant/student receives notice of the initial

SOUTHWESTERN COMMUNITY COLLEGE	BUSINESS SERVICES RESIDENCE CLASSIFICATION AND RECLASSIFICATION FOR TUITION	Policy 07.01.06
-----------------------------------	---	--------------------

classification or reclassification. The applicant/student may appeal the Dean of Student Services' decision, in writing to the Executive Vice President for Instruction and Student Services within ten (10) business days of receipt of the appeal, the Executive Vice President will review the appropriate records and notify the applicant/student of the decision.

After disposition of the case by the Executive Vice President for Instruction and Student Services, any applicant/student who remains dissatisfied may file notice of appeal to the State Residence Committee. Such notice must be in writing, must be delivered to the Dean of **Students** ~~Student Services~~ within ten (10) business days after receipt of the Executive Vice President's decision and must contain a simple declaration of intention to process an appeal before the State Residence Committee, and must be personally signed by the applicant/student.

Regulations concerning classification for tuition purposes are set forth in North Carolina G.S. § 116-143.1 and The State Residence Classification Manual and copies are available in the Registrar's Office for student inspection.

Legal Citation: G.S. § 116-143.1 *et al.*

Cross Reference 7.01.01 – Tuition and Fees

Adopted: April 2011

Revised: July 22, 2014
April 28, 2015