



ADMINISTRATIVE POLICY

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STUDENT LOCATION POLICY

Changes to the Higher Education Act of 1965 have made it necessary for each institution of higher learning to respond to the following: “If an institution is offering post-secondary education through distance or correspondence education to students in a State in which it is not physically located or in which it is otherwise subject to State jurisdiction as determined by the State, the institution must meet any State requirements for it to be legally offering post-secondary distance or correspondence education in that State. An institution must be able to document to the Secretary the State's approval upon request. (Authority: 20 U.S.C. 1001 and 1002)”

DEFINITIONS

Domicile: For purposes of this administrative policy, domicile is defined as a person’s fixed, permanent, and principal home for legal purposes for at least six (6) consecutive months preceding the term of enrollment. It is the place where they intend to remain and to which they expect to return. A person can have more than one residence, but only one domicile. Domicile has two components – residence and the intent to remain. When these two occur, there is a domicile.

Students must verify and update, if applicable, their permanent residence at the beginning of each semester during Registration Days. Each student can update their permanent address via self-service located within the institution’s Student Information System (SIS).