

VIRGINIA WESTERN COMMUNITY COLLEGE

I – ACADEMIC & STUDENT AFFAIRS POLICIES

I-30 – STUDENT DOMICILE/ELIGIBILITY FOR IN-STATE TUITION POLICY

Policy Number: I-30

Last Reviewed: June 17, 2015

Responsible Dept.: COORDINATOR OF FINANCIAL AID, RECORDS, AND VETERANS' AFFAIRS

Student Domicile/Eligibility for In-State Tuition

The Virginia Community College System is guided by the Code of Virginia and the regulations of the State Council for Higher Education on determining domicile.

For the purposes of in-state tuition, a Virginia resident is defined by state law as one who has lived in Virginia, with intent to remain a Virginian, for a period of at least one year prior to the first official day of class for the semester in which he or she is enrolling. The burden of proving eligibility for in-state tuition rests with the applicant. All applicants to Virginia Western who claim entitlement to Virginia in-state tuition rates must complete the domiciliary items included with the application for admission as well as whatever additional documentation may be deemed necessary.

Initial determination of eligibility for in-state tuition rates is made by a member of the Student Services staff. Applicants may appeal this initial determination to the Coordinator of Financial Aid, Records, and Veterans' Affairs in writing within 30 days of the decision. This appeal must include copies of the applicant's driver's license, motor vehicle registration, income tax returns for the previous tax year, and any other relevant documents that may support the claim of eligibility for in-state tuition rates. This intermediate review will be completed within 30 days of the receipt of the written appeal and supporting documentation.

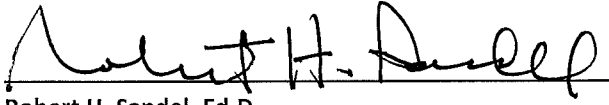
Applicants may appeal the intermediate review by the Coordinator of Financial Aid, Records, and Veterans' Affairs. This appeal must be submitted in writing to the Domicile Appeals Committee within 30 days of receiving the results of the intermediate review. The decision of the Domicile Appeals Committee represents the final administrative review.

Students classified as out-of-state who can provide clear and convincing evidence through this appeals process that they were eligible for Virginia domicile on the first day of classes for a semester may have their status changed for the current term.

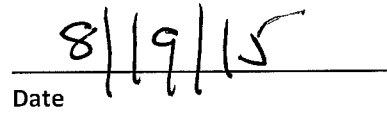
In the event that a student's circumstances change after a semester has begun, the student's tuition status may be eligible for reclassification; this reclassification shall be effective for the next academic semester following the submission date of a new Application for In-State Tuition. It is the responsibility of the student to submit a new Application for In-State Tuition to the Virginia Western Admissions Office. Virginia Western will not initiate this process on behalf of the student.

Reviewed/Revised: 1/2014; 9/2014; 6/2015

Approved by

A handwritten signature in black ink, appearing to read "Robert H. Sandel", written over a horizontal line.

Robert H. Sandel, Ed.D.
President

A handwritten date "8/19/15" written in black ink over a horizontal line.

Date