
District Technical Review Workgroup
Student Services – DTRW-SS
AGENDA

November 8, 2012 – Lakin Board Room
3:00 p.m. – 4:30 p.m.

- Approval of October 11, 2012 Meeting Notes
- Old Business
AP 4100 Graduation Requirements for Degrees and Certificates –
bring back recommended language for AP 4100 to include AA-T and
AS-T degrees (Articulation Officers)

Book

result

Academic Year

The Fall semester is the first term of an academic year. A summer term, whether one or more sessions, constitutes the last term of an academic year.

Guidelines for Additional Degrees

BP 5013 Students in the Military

Reference:

Education Code Sections 68074, 68075, 68075.5; Title 5, Section 55758, 54041, 54042, 54050, 58620

~~The colleges of the Ventura County Community College District shall provide services for students in the Military for the purpose of furthering equality of educational opportunity and academic success. The purpose is to bring the student and the district into agreement regarding the student's educational goal through the district's established programs, policies, procedures and requirements.~~

The

AP 5015 Residence Determination

References:

Education Code Sections 68000 et seq. and 68130.5;
Title 5 Sections 54000 et seq.

Note: This procedure is *legally required* except as noted. Districts may insert their local practices here. The following is provided as an illustrative example.

Residence Classification – Residency classifications shall be determined for each student at the time of each registration application for admission and ~~whenever a student has not been in attendance for more than one semester.~~ Residence classifications are to be made in accordance with the following provisions:

- A residence determination date is that day immediately preceding the opening day of instruction for any session during which the student proposes to attend.
- Residence classification is the responsibility of the Registrar's Office.

Students ~~must~~ shall be notified of residence determination within 14 calendar days of submission of application.

Rules Determining Residence

- ~~• A student who has resided in the state for more than one year immediately preceding the residence determination date is a resident.~~
- ~~• A student who has not resided in the state for more than one year immediately preceding the residence determination date is a nonresident.~~

The residence of each student enrolled in or applying for enrollment in any class or classes maintained by this District shall be determined in accordance with the Education Code which states that every person has, in law, a residence. In determining the place of residence, the following rules are to be observed:

- Every person who is married or eighteen years of age, or older, and under no legal disability to do so, may establish residence.
- A person may have only one residence.
- A residence is the place where one remains when not called elsewhere for labor or other special or temporary purpose and to which one returns in seasons of repose.
- A residence cannot be lost until another is gained.
- The residence can be changed only by the union of act and intent.

- A man or a woman may establish his or her residence. A woman's residence shall not be derivative from that of her husband.
- The residence of the parent with whom an unmarried minor child maintains his/her place of abode is the residence of the unmarried minor child. When the minor lives with neither parent, the minor's residence is that of the parent with whom the last place of abode was maintained, provided the minor may establish his/her residence when both parents are deceased and a legal guardian has not been appointed.
- The residence of an unmarried minor who has a parent living cannot be changed by the minor's own act, by the appointment of a legal guardian, or by relinquishment of a parent's right of control.

Determination of Resident Status

~~A resident is a student who has been a bona fide resident of the state for one year prior to the residence determination date. A bona fide resident is a person whose residence is in California as determined above except:~~

- ~~• A student who is a minor and remains in this state after the parent, who was previously domiciled in California and has established residence elsewhere, shall be entitled to retain resident classification until attaining the age of majority and has resided in the state the minimum time necessary to become a resident, so long as continuous attendance is maintained at an institution.~~
- ~~• A student who is a minor and who provides evidence of being entirely self-supporting and actually present in California for more than one year immediately preceding the residence determination date with the intention of acquiring a residence therein, shall be entitled resident classification until he/she has resided in the state the minimum time necessary to become a resident.~~
- ~~• A student who has not been an adult for one year immediately preceding the residence determination date for the semester for which the student proposes to attend an institution shall have the immediate premajority-derived California residence, if any, added to the post-majority residence to obtain the one year of California residence.~~
- ~~• A student holding a valid credential authorizing service in the public schools of this state, who is employed by a school district in a full-time position requiring certification qualifications for the college year in which the student enrolls in an institution, shall be entitled to resident classification if each student meets any of the following requirements:~~

- ~~— He/she holds a provisional credential and is enrolled in courses necessary to obtain another type of credential authorizing service in the public schools.~~
- ~~— He/she holds a credential issued pursuant to Education Code Section 44250 and is enrolled in courses necessary to fulfill credential requirements.~~
- ~~— He/she is enrolled in courses necessary to fulfill the requirements for a fifth year of education prescribed by subdivision (b) of Education Code Section 44259.~~
- ~~— A student holding a valid emergency permit authorizing service in the public schools of this state, who is employed by a school district in a full-time position requiring certification qualifications for the academic year in which the student enrolls at an institution in courses necessary to fulfill teacher credential requirements, is entitled to resident classification only for the purpose of determining the amount of tuition and fees for no more than one year. Thereafter, the student's residency status will be determined under the other provisions of this procedure.~~
- ~~• A student who is a full-time employee of the California State University, the University of California or a community college, or of any state agency or a student who is a child or spouse of a full-time employee of the California State University, the University of California or a community college, or of any state agency may be entitled to resident classification, until the student has resided in the state the minimum time necessary to become a resident.~~
- ~~• A student who is a natural or adopted child, stepchild, or spouse who is a dependent of a member of the armed forces of the United States stationed in this state on active duty shall be entitled to resident classification. If the member of the armed forces of the United States later trans846(ni)6()2(r)0.012 Tw 12 0 0 12 144 446~~

~~Petitions Reclassification requests must be submitted prior to the semester for which reclassification is to be effective. Extenuating circumstances may be considered in cases where a student failed to petition for reclassification prior to the residency determination date. In no case, however, may a student receive a non-resident tuition refund after the date of the first census.~~

~~A questionnaire to determine financial independence must be submitted with the petition is included in the request for reclassification. Determination of financial independence is not required for students who were classified as non-residents by the University of California, the California State University, or another community college District (Education Code Section 68044).~~

A student shall be considered financially independent for purposes of residence reclassification if the applicant meets all of the following requirements:

- Has not and will not be claimed as ~~an exemption~~ a deduction for state and federal tax purposes by his/her parent in the calendar year prior to the year the reclassification application is made;
- Has not lived and will not live for more than six weeks in the home of his/her parent during the calendar year the reclassification application is made.

A student who has established financial independence may be reclassified as a resident if the student has met the requirements of Title 5 Sections 54020, 54022, and 54024.

Failure to satisfy all of the financial independence criteria listed above does not necessarily result in denial of residence status if the one year requirement is met and demonstration of intent is sufficiently strong.

Financial dependence in the current or preceding calendar year shall weigh more heavily against finding California residence than financial dependence in the preceding second and third calendar years. Financial dependence in the current or preceding calendar year shall be overcome only if (1) the parent on whom the student is dependent is a California resident, or (2) there is no evidence of the student's continuing residence in another state.

The Registrar's Office will make a determination, based on the evidence and notify the student not later than 14 days of receipt of the petition for reclassification.

Students have the right to appeal according to the procedures ~~above~~ below.

Non-Citizens – The District ~~will~~ may admit any non-citizen who is 18 years of age or a high school graduate.

If non-citizens are present in the United States illegally or with any type of temporary visa, they will be classified as non-residents and charged non-resident tuition unless

that they are citizens and residents of a foreign country and that they are receiving Aid to Families with Dependent Children, Supplemental Income/Supplementary benefits, or general assistance.

See Administrative Procedures 5020.

Book VCCCD Administrative Procedure Manual
Section Chapter 5 Student Services
Title AP 5020 NONRESIDENT TUITION
Number AP 5020
Status UNDER REVIEW
Legal Education Code Sections 76140 et seq.
Adopted April 14, 2009

1. Nonresident Tuition

The nonresident and capital outlay surcharges will be set

nonresident and charged nonresident tuition ~~until~~ ~~year~~ ~~has~~ ~~elapsed~~ ~~since~~ ~~the~~ ~~of~~ ~~state~~ ~~residence~~ ~~was~~ ~~surrendered~~ such time as California residency has been established.

California High School Graduate Attendance and Graduation Exemption (AB540):

Students without lawful immigration status ~~and~~ U.S. citizens who are not residents of California may be entitled to exemption from nonresident tuition if they meet all of the following criteria:

- x ~~who~~ attended high school in California for three or more years
- x graduated from a California high school or attained the equivalent
- x filed an affidavit stating that they have filed or will file an application to legalize their immigration status as soon as possible

- x ~~are exempt from nonresident tuition. Students without lawful immigration status must file an affidavit stating that the student has filed an application to legalize their immigration status, or will do so as soon as possible. Students certification may serve as proof of high school attendance and graduation (or its equivalent). Verifiable documentation shall include the self-certifying affidavit required by the California Community Colleges' Chancellor's Office, and may include high school transcripts or other acceptable documents verifying attendance and graduation.~~

Nonimmigrant alien students (students who are present in the U.S. on a nonimmigrant visa) not eligible for this exemption.

Eligibility for an AB540 exemption does not result in the student being classified as a California resident.

September 11, 2001 Exemption:

If an individual who was killed in the terrorist attacks on the World Trade Center in New York City, the Pentagon in Washington, D.C., or the crash of United Airlines Flight 93 was a resident of California on September 11, 2001, or if their dependent was a resident on that date and if they meet the financial need requirement for the Cal Grant A Program, the dependents of this individual may be exempt from nonresident tuition. If the dependent is a spouse, the exemption applies until January 1, 2013. If the dependent is a child, the exemption applies until the person reaches the age of 30.

Other Exemptions

Other limited exemptions from non-resident tuition may be authorized. Eligibility for exemption shall be approved by the campus Vice President of Business Services or his or her designee.

4. Payment

Fees must be paid in full at the time of registration or payment arrangements must be made using the district-approved payment plan option.

5. Refunds

The same refund guidelines apply as those for other registration fees. Courses must be dropped by the refund deadlines for each semester/session to generate a fee credit or refund. Nonresident Tuition is refunded at a rate of 100% for classes that are dropped by the 10% withdrawal deadline, and at a rate of 50% for classes that are dropped by the 20% withdrawal deadline. No