

STUDENT LOCATION DETERMINATION POLICY

PURPOSE

The purpose of this policy is to define clear and consistent practices for establishing the location of students.

POLICY STATEMENT

Federal and state regulations require institutions of higher education to make a determination regarding the State in which a student is located, which must be applied consistently to all students.

Establishing Student Location

Edison State Community College recognizes the student address on file in the student information system as the physical “student location”. Student location is recorded in the student information system at the time of enrollment. “Time of Enrollment” is defined as the point at which students have been admitted to a program or major but have not yet registered for courses in that program or major.

Change in Student Location

The student location established at the time of enrollment will remain effective unless and until the student provides notification to the College. Official notification of change in location is defined as completion of the address change form or update within the student information system. Once the student notifies the College, the date of entry will be used as the effective date of a student’s revised student location for the purposes of this policy. If a student does not notify the College of a change of location and the student’s permanent address has been end dated in the student information system because mail was returned as undeliverable, the student’s student location will be considered the state of Ohio.

State Authorization Reciprocity Agreement

Edison State is a member of the national council for state authorization reciprocity agreement (NC-SARA) which allows the college to provide distance learning programs (both online and in the form of supervised field experiences) and coursework to residents of states other than Ohio. NC-SARA membership, however, does not grant reciprocity or exemption from state professional licensing requirements. As a result, licensing requirements in Ohio may not be recognized as sufficient to obtain a license in any other state.

PERSONS AFFECTED

The policy applies to all students taking credit-bearing courses at Edison State Community College.