



Administrative	
Policy Type:	Student Residency
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Office Responsible:	Student Services-Registrar
Reviewing Committee:	
Related Policies:	Admission Standards
Related Laws:	NA

Policy Summary:

Jackson College (JC) assigns tuition rates based upon residency and/or property ownership: In-District; Out-of-District; Out-of-State; Extended District; International; and Senior Citizen residency status is based on the student's permanent address at the time of registration. JC requires additional proof of residency to accommodate any change in rates.

Scope:

All Jackson College students.

Policy Statement:

Tuition rate is determined by the following:

- **Residency Rate Determination and Permanent Address:** A student's residency is determined by their permanent address as stated on their application. Jackson College will rely on returned mail to verify addresses. A student whose permanent address is determined to be within the boundaries of Jackson County (including residents of Campus View) will be deemed a resident of Jackson County and will receive the In-District rate. The In-District rate is extended to the permanent residents of Albion, Cement City, Chelsea, Homer, Jerome, Leslie, Litchfield, Manchester, and Stockbridge. These have been identified as communities served by Jackson County school districts and constitute the College's "Extended District". "School of Choice" designation does not constitute permanent residency and does not qualify for the Extended District rate.

A student whose permanent address is determined to be in Michigan, but not in Jackson County, or in one of the extended districts listed above, will be charged the Out-of-District rate. A student whose permanent address is determined to be outside of the United States will be charged according to the international rate. International students cannot establish in-district tuition and must also meet federal requirements for visas, including Au Pairs. Students age 65 and older qualify for the Senior Citizen rate.



- Dual Enrolled Students: In addition to the residency status specified above, in-District tuition is extended (i.e., the Extended District rate is applied) to dual enrolled students attending Addison, Hudson, Jonesville, North Adams-Jerome, or Onsted school districts. Also, any dual enrolled student taking an online course and attending school in Hillsdale and Lenawee Counties will receive the in-district tuition rate.
- Official Photo ID: Students providing only a box office number and no street address will be charged the Out-of-State tuition rate.
- Jackson Property Ownership: If the student, or dependent student's parent, or legal guardian, owns property in Jackson County, but keeps a permanent address elsewhere, the student may receive In-District tuition rates. The student must present a Jackson County tax bill in his/her name or his/her parent/legal guardian's name if the student is a dependent and official photo identification with the address of the property owner.

Employer/School Paid Tuition: When an Out-of-District student's employer, located in Jackson County, has authorized tuition payment for the student (third party pay), the employer will be billed at the In-District rate and the student will be given a third party reimbursement for the difference. The student's residency status will remain appropriate to the student's address. High Schools funding Dual Enrolled students will be billed according to the geographic location of the school or student residence, whichever is less.

Rate and Billing Adjustments: Students must provide proof of residency prior to or on the first day of the semester. After the first day of the semester, any rate changes will take effect the following semester. Students must provide official photo identification (or temporary state issued identification with additional photo identification) showing the current address and one of the following: voter registration card; vehicle registration; dog license, property tax receipt; or rental/lease agreement.

Students who move during a semester will not have a billing adjustment for the current semester. JC reserves the right to change a student's address and resulting residency status as indicated by the U.S. Postal Service on returned mail.

Dual enrolled or minor students may, in the absence of a state issued ID, provide a copy of their birth certificate, dependency verification plus proof of residency documentation. The most recent (dated) identification will be used to determine residency.

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