

<b>Name of Change Proposal</b>	<b>2.2.2 Admissions Information -</b>
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Initiating Council:  
Financial Aid Council (FA)

Submitting Council:  
Vice Presidents of Student Affairs

Justification for Proposed Changes:

**Background Information:**  
(Provide a brief overview of the issue and/or historical information important in considering the change.)

**With the addition of bachelor's degree offerings at MCCC, the financial aid council seeks to add clarification to a student grade level progression (freshman, sophomore, junior & senior)**

**Supporting Documentation and Rationale for Change:**  
(Provide any supporting documentation such as new legislation, legal/statutory or regulatory changes, data, or key findings that would support the need for the change.)

The Financial Aid Council provided language that supports federal guidelines related to the pace of progression.  
 Freshman: You are classified as a freshman if you have completed less than 30 college-level credits toward a degree.  
 Sophomore: You are classified as a sophomore if you have completed at least 30 college-level credits toward a degree.  
 Junior: You are classified as a Junior if you have completed at least 60 college-level credits and have declared a Bachelor's degree program in SIS.  
 Senior: You are classified as a Senior if you have completed at least 90 college-level credits and have declared a Bachelor's degree program in SIS.

**Areas, Councils, or Committees Impacted:**  
(List the constituency groups that may be impacted by the proposed change and that reviewed the proposal and provided feedback.)

<b>Council</b>	<b>Distribution List</b>
Accreditation Liaison Officers	dl-alo@memo.maricopa.edu
ASA District Directors	dl-asa-district-directors@domail.maricopa.edu

Center for Curriculum and Transfer Articulation	dl-dssc-ccta@domail.maricopa.edu
Curriculum & Schedulers Council	dl-currtechs@memo.maricopa.edu
Curriculum Development Facilitators	dl-cdfs@memo.maricopa.edu
Department/Division Chairs	Via Deans
Directors of Academic Advisement Council	dl-daac@memo.maricopa.edu
Directors of Admissions and Records Council	dl-dar@memo.maricopa.edu
District Curriculum Committee	dl-dcc@memo.maricopa.edu
Dual Enrollment Council	dl-dssc-dual-enrollment@domail.maricopa.edu
FEC	dl-facexec@memo.maricopa.edu
Financial Aid Managers Council	dl-fam-dir-all@memo.maricopa.edu
Graduation Techs	dl-gradtechs@memo.maricopa.edu
International Education	dl-f1-student-services-subcommittee@memo.maricopa.edu dl-iiirectors@memo.maricopa.edu

Joint Deans	dl-occdeans@memo.maricopa.edu> dl-acdeans@memo.maricopa.edu
Program Directors	Via Deans
Student Affairs Deans	DL-SADeans@domail.maricopa.edu
Veteran Affairs (Certifying Officials)	dl-vacertoffdo@memo.maricopa.edu
Vice Presidents of Academic Affairs	dl-vpaa@memo.maricopa.edu
Vice Presidents of Student Affairs	dl-vpsa-council@memo.maricopa.edu
Academic and Student Systems Team	dl-student-aa@memo.maricopa.edu

**Financial or Budget Implications:**

None

**District Information Technology/Academic and Student Systems Analysis:**(Working with appropriate DOITS/Academic and Student Systems team to outline any system implications that need to be addressed and the estimated timeline for necessary changes

**Other Considerations:**

None

**Implementation Impacts:**

None

**Recommended Effective Term:**

2025-2026

**Dissemination/Communication:**

(Identify the dissemination/communication needs related to the proposed change)

**Disposition History:**

Date	Status
September 24, 2024	Called together initiators and Common Pages committee members facilitating language development
November 20, 2024	Sent to initiators and Common Pages committee members to facilitate change for feedback before sending it to stakeholders.
November 12, 2024	Presented to A&R Council.
December 18, 2025	Presented to Common Pages Committee.
January 6, 2025	Shared with VPSA Council.
January 10, 2025	Submitted to Common Pages

**PROPOSED CHANGES:****2.2.2 Admission Information**

Students must file a Student Information Form, online or in-person, with the Admissions and Records Office/Office of Student Enrollment Services at the college of attendance. There is no charge for this service.

1. Student Classifications  
Some financial aid programs have specific criteria based on the student's classification (grade level). A student's classification does not necessarily correspond to the number of

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Number of Credits	Classification	Applies To
0-29	Freshmen	Certificates Associate's Degrees Bachelor's Degrees
30-59	Sophomore	Certificates Associate's Degrees Bachelor's Degrees
60+	Sophomore	And Still in Pursuit Of A Certificate Or Associate's

Freshman	You are classified as a Freshman if you have completed less than 30 college-level credits toward a degree.
Sophomore	You are classified as a Sophomore if you have completed at least 30 college-level credits toward a degree.
Junior	You are classified as a Junior if you have completed at least 60 college-level credits and have declared a bachelor's degree program in the Student Information System (SIS).

<b>Degrees</b>	
<b>60-89</b>	<b>Junior Bachelor's Degree</b>
<b>90 Or More</b>	<b>Senior Bachelor's Degree</b>
<b>FRESH MAN</b>	<b>YOU ARE CLASSIFIED AS A FRESHMAN IF YOU HAVE COMPLETED LESS THAN 30 COLLEGE-LEVEL CREDITS TOWARD A DEGREE.</b>
<b>SOPHOMORE</b>	<b>YOU ARE CLASSIFIED AS A SOPHOMORE IF YOU HAVE COMPLETED AT LEAST 30 COLLEGE-LEVEL CREDITS TOWARD A DEGREE.</b>
<b>JUNIOR</b>	<b>YOU ARE CLASSIFIED AS A JUNIOR IF YOU HAVE COMPLETED AT LEAST 60 COLLEGE-LEVEL CREDITS AND HAVE DECLARED A BACHELOR'S DEGREE PROGRAM IN THE STUDENT INFORMATION SYSTEM (SIS).</b>
<b>SENIOR</b>	<b>YOU ARE CLASSIFIED AS A SENIOR IF YOU HAVE COMPLETED</b>

<b>Senior</b>	You are classified as a Senior if you have completed at least 90 college-level credits and have declared a bachelor's degree program in the Student Information System (SIS).
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2. Student Identification Number  
Disclosure of the social security number is voluntary (ARS §15-1823). However, students must use social security numbers for reporting information pertaining to potential educational tax credits and for processing federal financial aid applications and Veterans Administration benefits.
3. Residency for Tuition Purposes ([See Appendix S-1](#))  
All students are classified for tuition purposes under one of the following residency classifications:
  1. Maricopa County resident
  2. Out-of-County resident
  3. Out-of-State resident (including F-1 non-immigrant students and students on other non-immigrant visas)
4. Residency Determination  
Residency for tuition purposes is determined in accordance with state law (ARS §§15-1801 et seq. and ARS §§15-1803) and regulations of the Maricopa Community Colleges Governing Board. All of the Maricopa Community Colleges are subject to the above statutes and regulations. Students who have questions about their residency should contact

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1. Implementation

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1. An applicant must be eligible to attend post-secondary education in the United States prior to being eligible to register for classes and pay fees.
2. Domicile status must be established before the student registers and pays fees. It is the student's responsibility to register under the correct domicile status.
3. Enforcement of domicile requirements shall be the responsibility of the Chancellor of the Maricopa Community Colleges. The Chancellor has charged the Director of Admissions and Records or other designee at each college to make the initial domicile classification. In determining a student's classification, the college may consider all evidence, written or oral, presented by the student and any other information received from any source which is relevant to determining classification. The college may request written sworn statements or sworn testimony of the student.

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4. A request for review of the initial classification may be made to a district review committee. The request must be in writing, signed by the student and accompanied by a sworn statement of all facts relevant to the matter. The request must be filed with the admissions officer of the

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## 2. Definitions

1. "Armed Forces of the United States" means the Army, the Navy, the Air Force, the Marine Corps, the Coast Guard, the commissioned corps of the United States Public Health Services, the National Oceanographic and Atmospheric Administration, the National Guard, or any military reserve unit of any branch of the Armed Forces of the United States.
2. "Continuous attendance" means enrollment at one of Maricopa Community Colleges as a full-time or part-time student for a normal academic year since the beginning of the period for which continuous attendance is



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3. "Maricopa County resident" means an individual lives in Maricopa County and has lived in the state of Arizona for at least one year prior (365

claimed. Students need not attend summer sessions or other such intersession beyond the normal academic year in order to maintain continuous attendance.

3. "Maricopa County resident" means an individual lives in Maricopa County and has lived in the state of Arizona for at least one year prior (365 days) to the first day of the semester (as published in the approved MCCCDC academic calendar posted online at [Academic Calendars](#)) and who is a United States citizen or in a lawful status. In-state residency must be established prior to county residency for those moving from other states. Refer to Section C for guidelines.
4. "Domicile" means a person's true, fixed, and permanent home and place of habitation. It is the place where he or she intends to remain and to which he or she expects to return when he or she leaves without intending to establish a new domicile elsewhere. Visa status must confer the ability to establish domicile in the United States in order to be classified as an in-state student
5. "Emancipated person" means a person who is neither under a legal duty of service to his parent nor entitled to the support of such parent under the laws of this state.

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5. "Emancipated person" means a person who is neither under a legal duty of service to his parent nor entitled to the support of such parent under the laws of this state.
6. "Full-time student" means one who registers for at least twelve (12) credit hours per semester.
7. "Part-time student" means one who registers for fewer than twelve (12) credit hours per semester.
8. "Parent" means a person's father, or mother, or if one parent has custody, that parent, or if there is no surviving parent or the whereabouts of the parents

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7. "Part-time student" means one who registers for fewer than twelve (12) credit hours per semester.
8. "Parent" means a person's father, or mother, or if one parent has custody, that parent, or if there is no surviving parent or the whereabouts of the parents are unknown, then a guardian of an unemancipated person if there are not circumstances indicating that such guardianship was created primarily for the purpose of conferring the status of an in-state student on such unemancipated person.

### 3. Criteria for Determining Residency

1. In-State Student Status
  1. Except as otherwise provided in this article, no person having a domicile elsewhere than in this state is eligible for classification as an in-state student for tuition purposes. (Applicants applying for in-state tuition status may be required to provide supporting documentation for identification and residency classification.)
  2. A person is not entitled to classification as an

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#### 1. In-State Student Status

1. Except as otherwise provided in this article, no person having a domicile elsewhere than in this state is eligible for classification as an in-state student for tuition purposes. (Applicants applying for in-state tuition status may be required to provide supporting documentation for identification and residency classification.)
2. A person is not entitled to classification as an in-state student until the person is domiciled in this state for one year preceding the official starting day of the semester, except that a person whose domicile is in this state is entitled to classification as a Maricopa County resident if the person meets one of the following requirements:

in-state student until the person is domiciled in this state for one year preceding the official starting day of the semester, except that a person whose domicile is in this state is entitled to classification as a Maricopa County resident if the person meets one of the following requirements:

1. The person's parent's domicile is in this state and the parent is allowed to claim the person as an exemption for state and federal tax purposes.
2. The person is an employee of an employer which transferred the person to this state for employment purposes or the person is the spouse of such an employee.
3. The person is an employee of a school District in this state and is under contract to teach on a full-time basis, or is

1. The person's domicile is in this state and the parent is allowed to claim the person as an exemption for state and federal tax purposes.
2. The person is an employee of an employer which transferred the person to this state for employment purposes or the person is the spouse of such an employee.
3. The person is an employee of a school District in this state and is under contract to teach on a full-time basis, or is employed as a full-time non-certified classroom aide, at a school within that school District. For purposes of this paragraph, the person is eligible for classification as an in-state student only for courses necessary to complete the requirements for

employed as a full-time non-certified classroom aide, at a school within that school District. For purposes of this paragraph, the person is eligible for classification as an in-state student only for courses necessary to complete the requirements for certification by the state board of education to teach in a school District in this state. No member of the person's family is eligible for classification as an in-state student if the person is eligible for classification as an in-state student pursuant to this paragraph, unless the family member is otherwise eligible for classification as an in-state student pursuant to this section. Eligibility for in-state tuition is subject to verification of intent

<p>certification by the state board of education to teach in a school District in this state. No member of the person's family is eligible for classification as an in-state student if the person is eligible for classification as an in-state student pursuant to this paragraph, unless the family member is otherwise eligible for classification as an in-state student pursuant to this section. Eligibility for in-state tuition is subject to verification of intent to domicile in this state. Determination of residency is made by the admissions and records office/office of enrollment services.</p> <p>4. The person's spouse (spouse must be in an eligible status to qualify for in-state</p>	<p>to domicile in this state. Determination of residency is made by the admissions and records office/office of enrollment services.</p> <p>4. The person's spouse (spouse must be in an eligible status to qualify for in-state residency) has established domicile in this state for at least one year and has demonstrated intent and financial independence and is entitled to claim the student as an exemption for state and federal tax purposes or the person's spouse was temporarily out of state for educational purposes, but maintained a domicile in this state. If the person is a non-citizen, the person must be in an eligible visa status pursuant to federal law to</p>
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<p>residency) has established domicile in this state for at least one year and has demonstrated intent and financial independence and is entitled to claim the student as an exemption for state and federal tax purposes or the person's spouse was temporarily out of state for educational purposes, but maintained a domicile in this state. If the person is a non-citizen, the person must be in an eligible visa status pursuant to federal law to classify as an in-state student for tuition purposes.</p> <p>5. The person is a citizen of The Federated States of Micronesia, The Republic of the Marshall Islands, or The Republic of Palau as stipulated in Section 209</p>	<p>classify as an in-state student for tuition purposes.</p> <p>5. The person is a citizen of The Federated States of Micronesia, The Republic of the Marshall Islands, or The Republic of Palau as stipulated in Section 209 (B)(1)(E) of Title II of Division G of the Consolidated Appropriations Act of 2024 (Public Law 118-42).</p> <p>3. The domicile of an unemancipated person is that of such person's parent.</p> <p>4. An unemancipated person who remains in this state when such person's parent, who had been domiciled in this state, removes from this state is entitled to classification as an in-state student until attainment of the degree for which currently enrolled, as long as such person maintains continuous attendance.</p> <p>5. A person who is a member of the Armed Forces of the United States and who is stationed in this state</p>
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(B)(1)(E) of Title II of Division G of the Consolidated Appropriations Act of 2024 (Public Law 118-42).

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4. An unemancipated person who remains in this state when such person's parent, who had been domiciled in this state, removes from this state is entitled to classification as an in-state student until attainment of the degree for which currently enrolled, as long as such person maintains continuous attendance.
5. A person who is a member of the Armed Forces of the United States and who is stationed in this state pursuant to military orders or who is the spouse or a dependent child of a person who is a member of the armed forces of the United States and who is stationed in this state pursuant to military orders is entitled to classification as an in-state student. The student does not lose in-state student

- pursuant to military orders or who is the spouse or a dependent child of a person who is a member of the armed forces of the United States and who is stationed in this state pursuant to military orders is entitled to classification as an in-state student. The student does not lose in-state student classification while in continuous attendance toward the degree for which he or she is currently enrolled.
6. A person who is a member of the armed forces of the United States or the spouse or a dependent of a member of the armed forces of the United States is entitled to classification as an in-state student if the member of the armed forces has claimed this state as the person's state of home record for at least twelve consecutive months before the member of the armed forces, spouse or dependent enrolls in a university under the jurisdiction of the Arizona Board of Regents or a community college under jurisdiction of a

classification while in continuous attendance toward the degree for which he or she is currently enrolled.

6. A person who is a member of the armed forces of the United States or the spouse or a dependent of a member of the armed forces of the United States is entitled to classification as an in-state student if the member of the armed forces has claimed this state as the person's state of home record for at least twelve consecutive months before the member of the armed forces, spouse or dependent enrolls in a university under the jurisdiction of the Arizona Board of Regents or a community college under jurisdiction of a community college district governing board. For purposes of this subsection, the requirement that a person be domiciled in this state for one year before enrollment to qualify for in-state student classification does not apply.

7. Immediate classification as an in-state student shall be granted to a veteran who meets the

community college district governing board. For purposes of this subsection, the requirement that a person be domiciled in this state for one year before enrollment to qualify for in-state student classification does not apply.

7. Immediate classification as an in-state student shall be granted to a veteran who meets the provisions of Arizona statute HB 2091, paragraph G, which reads:

A person holding an honorable discharge from the uniformed services of the United States from either active duty or reserve or national guard status, or who has retired from active duty or reserve or national guard status, shall be granted immediate classification as an in state student and, while continuously enrolled, does not lose in state student classification if the person has demonstrated objective evidence of intent to be a resident of Arizona that, for the purposes of this section, includes at least



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A person holding an honorable discharge from the uniformed services of the United States from either active duty or reserve or national guard status, or who has retired from active duty or reserve or national guard status, shall be granted immediate classification as an in state student and, while continuously enrolled, does not lose in state student classification if the person has demonstrated objective evidence of intent to be a resident of Arizona that, for the purposes of this section, includes at least one of the following:

1. Registration to vote in this state.
2. An Arizona driver license.
3. Arizona motor vehicle registration.
4. Employment history in Arizona.
5. Transfer of major banking services to Arizona.
6. Change of

one of the following:

1. Registration to vote in this state.
2. An Arizona driver license.
3. Arizona motor vehicle registration.
4. Employment history in Arizona.
5. Transfer of major banking services to Arizona.
6. Change of permanent address on all pertinent records.
7. Other materials of whatever kind or source relevant to domicile or residency status.
8. A student using Chapter 30, 33, or 35 benefits who does not otherwise qualify under item 7 above (paragraph G of PL 2091), or a veteran's dependent or spouse who is using transferred Post-9/11 GI Bill® (Chapter 33) benefits or the Marine Gunnery Sergeant John David Fry Scholarship, will be eligible for immediate classification as an in-state student if they provide the institution a current certificate of

permanent address on all pertinent records.

7. Other materials of whatever kind or source relevant to domicile or residency status.
8. A student using Chapter 30, 33, or 35 benefits who does not otherwise qualify under item 7 above (paragraph G of PL 2091), or a veteran's dependent or spouse who is using transferred Post-9/11 GI Bill® (Chapter 33) benefits or the Marine Gunnery Sergeant John David Fry Scholarship, will be eligible for immediate classification as an in-state student if they provide the institution a current certificate of eligibility or ebenefits statement showing the student is eligible for chapter 30, 33, or 35 Veteran Affairs (VA), education benefits and documentation showing the student is residing within the state.  
Students are required to submit the following:
  1. Certificate of eligibility letter or ebenefits statement from the Veteran

eligibility or ebenefits statement showing the student is eligible for chapter 30, 33, or 35 Veteran Affairs (VA), education benefits and documentation showing the student is residing within the state.

Students are required to submit the following:

1. Certificate of eligibility letter or ebenefits statement from the Veteran Affairs (VA) awarding Chapter 30, 33, or 35 benefits or the Fry Scholarship, or the Dept. of Defense document approving the transfer of CH. 33 benefits
2. Students must also provide at least one of the following to show presence within the state:
  1. Registration to vote in this state.
  2. An Arizona driver license.
  3. Arizona motor vehicle registration.
  4. Employment history in Arizona.

<p>Affairs (VA) awarding Chapter 30, 33, or 35 benefits or the Fry Scholarship, or the Dept. of Defense document approving the transfer of CH. 33 benefits</p> <ol style="list-style-type: none"> <li>2. Students must also provide at least one of the following to show presence within the state: <ol style="list-style-type: none"> <li>1. Registration to vote in this state.</li> <li>2. An Arizona driver license.</li> <li>3. Arizona motor vehicle registration.</li> <li>4. Employment history in Arizona.</li> <li>5. Transfer of major banking services in Arizona.</li> <li>6. Change of permanent address on all pertinent records.</li> <li>7. Other materials of whatever kind or source relevant to domicile or residency status.</li> </ol> </li> </ol>	<ol style="list-style-type: none"> <li>5. Transfer of major banking services in Arizona.</li> <li>6. Change of permanent address on all pertinent records.</li> <li>7. Other materials of whatever kind or source relevant to domicile or residency status.</li> </ol> <p><i>GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at <a href="https://www.benefits.va.gov/gibill">https://www.benefits.va.gov/gibill</a>.</i></p> <ol style="list-style-type: none"> <li>1. Per Arizona state law, a person who is honorably discharged from the armed forces of the United States on either Active duty or Reserve or National Guard status, or who has retired from Active duty or Reserve or National Guard Status, shall be granted</li> </ol>
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*GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at <https://www.benefits.va.gov/gibill>*

1. Per Arizona state law, a person who is honorably discharged from the armed forces of the United States on either Active duty or Reserve or National Guard status, or who has retired from Active duty or Reserve or National Guard Status, shall be granted immediate classification as an in-state student on honorable discharge from the Armed forces and, while in continuous attendance toward the degree for which currently enrolled, does not lose in-state student classification if the person has met the following requirements:

- a. Registered to vote in this state.

immediate classification as an in-state student on honorable discharge from the Armed forces and, while in continuous attendance toward the degree for which currently enrolled, does not lose in-state student classification if the person has met the following requirements:

- a. Registered to vote in this state.

- b. Demonstrated objective evidence of intent to be a resident of Arizona which, for the purposes of this section, include at least one of the following:

1. An Arizona driver license

2. Arizona motor vehicle registration

3. Employment history in Arizona

4. Transfer of major banking services to Arizona

5. Change of permanent address on all pertinent records

6. Other materials of whatever kind or source relevant to domicile or residency status

2. A student using any VA educational benefits who does not otherwise qualify

b. Demonstrated objective evidence of intent to be a resident of Arizona which, for the purposes of this section, include at least one of the following:

1. An Arizona driver license
2. Arizona motor vehicle registration
3. Employment history in Arizona
4. Transfer of major banking services to Arizona
5. Change of permanent address on all pertinent records
6. Other materials of whatever kind or source relevant to domicile or residency status

2. A student using any VA educational benefits who does not otherwise qualify under items above shall be granted immediate classification as an in-state student, and while continuously enrolled does not lose in-state student classification if the person has demonstrated objective evidence of intent to be a resident of Arizona that for the purposes of this section, includes at least one of the following:

1. Registration to vote in this state
2. An Arizona

under items above shall be granted immediate classification as an in-state student, and while continuously enrolled does not lose in-state student classification if the person has demonstrated objective evidence of intent to be a resident of Arizona that for the purposes of this section, includes at least one of the following:

1. Registration to vote in this state
  2. An Arizona driver license
  3. Arizona motor vehicle registration
  4. Employment history in Arizona
  5. Transfer of major banking services to Arizona.
  6. Change of permanent address on all pertinent records
  7. Other material of whatever kind or source relevant to domicile or residency status.
3. A person who is a member of an Indian tribe recognized by the United States Department of the Interior whose reservation land lies in the state and extends into another state and who is a resident of

<p>driver license</p> <ol style="list-style-type: none"> <li>3. Arizona motor vehicle registration</li> <li>4. Employment history in Arizona</li> <li>5. Transfer of major banking services to Arizona.</li> <li>6. Change of permanent address on all pertinent records</li> <li>7. Other material of whatever kind or source relevant to domicile or residency status.</li> </ol> <ol style="list-style-type: none"> <li>3. A person who is a member of an Indian tribe recognized by the United States Department of the Interior whose reservation land lies in the state and extends into another state and who is a resident of the reservation is entitled to classification as an in-state student.</li> </ol> <ol style="list-style-type: none"> <li>2. Alien In-State Student Status       <ol style="list-style-type: none"> <li>1. An alien is entitled to classification as an in-state refugee student if such person has been granted refugee status in accordance with all applicable laws of the United States and has met all other requirements for domicile.</li> <li>2. Notwithstanding any other law, a student, other than a nonimmigrant alien as described in 8 United</li> </ol> </li> </ol>	<p>the reservation is entitled to classification as an in-state student.</p> <ol style="list-style-type: none"> <li>2. Alien In-State Student Status       <ol style="list-style-type: none"> <li>1. An alien is entitled to classification as an in-state refugee student if such person has been granted refugee status in accordance with all applicable laws of the United States and has met all other requirements for domicile.</li> <li>2. Notwithstanding any other law, a student, other than a nonimmigrant alien as described in 8 United States code section 1101(A)(15), who meets both of the following requirements is eligible for in- state tuition at any community college as defined in ARS 15-1401:           <ul style="list-style-type: none"> <li>Attended any public or private high school option or homeschool equivalent pursuant to ARS 15-802 while physically present in this state for at least two years.</li> <li>Graduated from any public or private high school option or homeschool equivalent pursuant to ARS 15-802 while physically present in this state or obtained a</li> </ul> </li> </ol> </li> </ol>
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States code section 1101(A)(15), who meets both of the following requirements is eligible for in- state tuition at any community college as defined in ARS 15-1401:

Attended any public or private high school option or homeschool equivalent pursuant to ARS 15-802 while physically present in this state for at least two years.

Graduated from any public or private high school option or homeschool equivalent pursuant to ARS 15-802 while physically present in this state or obtained a high school equivalency diploma in this state.

3. Persons without lawful immigration status are eligible for in-state tuition pursuant to subsection 2 of this section
4. A student will be assessed out-of-state tuition until such time that documentation of status is received in the Office of Admissions and Records/Enrollment Services and (eligibility for) residency is confirmed. Documentation must be provided prior to the

high school equivalency diploma in this state.

3. Persons without lawful immigration status are eligible for in-state tuition pursuant to subsection 2 of this section
4. A student will be assessed out-of-state tuition until such time that documentation of status is received in the Office of Admissions and Records/Enrollment Services and (eligibility for) residency is confirmed. Documentation must be provided prior to the end of the term in which residency classification is being requested. Documentation received after the end of term will be used for residency determination in subsequent terms.
5. In establishing domicile, the alien must not hold a visa that prohibits establishing domicile in the United States and this state. After meeting other domicile requirements, students holding valid, unexpired visas in the following categories may be classified as in-state students ([See Appendix S-1A](#)).

end of the term in which residency classification is being requested. Documentation received after the end of term will be used for residency determination in subsequent terms.

5. In establishing domicile, the alien must not hold a visa that prohibits establishing domicile in the United States and this state. After meeting other domicile requirements, students holding valid, unexpired visas in the following categories may be classified as in-state students ([See Appendix S-1A](#)).
6. A student must verify U.S. citizenship, permanent residency, or other lawful immigration status. Lawful immigration status means they have legal authority to be in the United States and also have the authority to go to school while in the United States.
7. Students who hold a current or expired visa and have applied for a change of status will retain their immigration status based on their prior visa status and not the status or visa for which they are applying. Students will

6. A student must verify U.S. citizenship, permanent residency, or other lawful immigration status. Lawful immigration status means they have legal authority to be in the United States and also have the authority to go to school while in the United States.
7. Students who hold a current or expired visa and have applied for a change of status will retain their immigration status based on their prior visa status and not the status or visa for which they are applying. Students will need to submit a copy of the new visa card with the updated status. The timeline for establishing domicile begins with the issue date on the current visa that allows for establishment of residency.
8. Please note: Two requirements must be met to qualify for instate tuition.
  1. A student must meet the domicile residency requirement of residing in the State of Arizona for one year preceding



need to submit a copy of the new visa card with the updated status. The timeline for establishing domicile begins with the issue date on the current visa that allows for establishment of residency.

8. Please note: Two requirements must be met to qualify for instate tuition.
  1. A student must meet the domicile residency requirement of residing in the State of Arizona for one year preceding the official start of the semester.
  2. The student must have an immigration status that allows for the establishment of residency for one (1) year.
9. (Applicants applying for in- state tuition status will be required to provide supporting documentation for identification and residency classification) all applicants for in-state tuition may be required to provide a combination of the following documents:
10. An Arizona Driver's

the official start of the semester.

2. The student must have an immigration status that allows for the establishment of residency for one (1) year.
9. (Applicants applying for in- state tuition status will be required to provide supporting documentation for identification and residency classification) all applicants for in-state tuition may be required to provide a combination of the following documents:
10. An Arizona Driver's License issued after 1996 or an Arizona Non-operating Identification License or an Arizona Instruction Permit.
11. A birth certificate or delayed birth certificate issued in any state, territory, or possession of the United States (A hospital record/certificate is not acceptable. A certified abstract of birth with the official state seal and/or watermark is acceptable).
12. A United States Certificate of Birth Abroad.
13. A United States Passport.

License issued after 1996 or an Arizona Non-operating Identification License or an Arizona Instruction Permit.

11. A birth certificate or delayed birth certificate issued in any state, territory, or possession of the United States (A hospital record/certificate is not acceptable. A certified abstract of birth with the official state seal and/or watermark is acceptable).
12. A United States Certificate of Birth Abroad.
13. A United States Passport.
14. A Foreign Passport with a United States Visa.
15. An 1-94 Form with a Photograph.
16. An appropriately designated United States Citizenship and Immigration Services Employment Authorization (Work Permit) or Refugee Travel Document [as listed on the Employee Authorization Document Chart]. (Additional documents may be required with an employee authorization card.)
17. A United States Permanent Resident Card.

14. A Foreign Passport with a United States Visa.
15. An 1-94 Form with a Photograph.
16. An appropriately designated United States Citizenship and Immigration Services Employment Authorization (Work Permit) or Refugee Travel Document [as listed on the Employee Authorization Document Chart]. (Additional documents may be required with an employee authorization card.)
17. A United States Permanent Resident Card.
18. A United States Certificate of Naturalization.
19. A United States Certification of Citizenship.
20. A Tribal Certificate of Indian Blood.
21. A Tribal or Bureau of Indian Affairs Affidavit of Birth.

\* Tribal members\*, the Elderly and "Persons with disabilities or incapacity of the Mind or Body," may submit certain types of documentation under section 1903 of the federal Social Security Act (42 United States Code

- 18. A United States Certificate of Naturalization.
- 19. A United States Certification of Citizenship.
- 20. A Tribal Certificate of Indian Blood.
- 21. A Tribal or Bureau of Indian Affairs Affidavit of Birth.

\* Tribal members\*, the Elderly and "Persons with disabilities or incapacity of the Mind or Body," may submit certain types of documentation under section 1903 of the federal Social Security Act (42 United States Code 1396B, As Amended By Section 6036 of the Federal Deficit Reduction Act of 2005)\*\*

\*A Document issued by a federally recognized Indian Tribe Evidencing Membership or Enrollment in, or affiliation with, such tribe.

- 3. Presumptions Relating to Student Status
  - Unless there is evidence to the contrary, the registering authority of the community college or university at which a student is registering will presume that:
    - 1. No emancipated person has established

1396B, As Amended By Section 6036 of the Federal Deficit Reduction Act of 2005)\*\*

\*A Document issued by a federally recognized Indian Tribe Evidencing Membership or Enrollment in, or affiliation with, such tribe.

- 3. Presumptions Relating to Student Status
  - Unless there is evidence to the contrary, the registering authority of the community college or university at which a student is registering will presume that:
    - 1. No emancipated person has established a domicile in this state while attending any educational institution in this state as a full-time student, as such status is defined by the community college district governing board or the Arizona Board of Regents, in the absence of a clear demonstration to the contrary.
    - 2. Once established, a domicile is not lost by mere absence unaccompanied by intention to establish a new domicile.
    - 3. A person who has been domiciled in this state immediately before

a domicile in this state while attending any educational institution in this state as a full-time student, as such status is defined by the community college district governing board or the Arizona Board of Regents, in the absence of a clear demonstration to the contrary.

2. Once established, a domicile is not lost by mere absence unaccompanied by intention to establish a new domicile.
3. A person who has been domiciled in this state immediately before becoming a member of the Armed Forces of the United States shall not lose in-state status by reason of such person's presence in any other state or country while a member of the Armed Forces of the United States.

4. Proof of Residency  
When a student's residency is questioned, the following proof will be required.

1. Establishing Domicile

1. An affidavit signed by the student must be filed with the person

becoming a member of the Armed Forces of the United States shall not lose in-state status by reason of such person's presence in any other state or country while a member of the Armed Forces of the United States.

4. Proof of Residency

When a student's residency is questioned, the following proof will be required.

1. Establishing Domicile

1. An affidavit signed by the student must be filed with the person responsible for verifying residency.
2. A combination of the following may be used in determining a student's domicile in Arizona:
  1. Arizona income tax return
  2. Arizona Voter registration
  3. Arizona Motor Vehicle registration

<p>responsible for verifying residency.</p> <p>2. A combination of the following may be used in determining a student's domicile in Arizona:</p> <ol style="list-style-type: none"> <li>1. Arizona income tax return</li> <li>2. Arizona Voter registration</li> <li>3. Arizona Motor Vehicle registration</li> <li>4. Arizona Driver's license</li> <li>5. Employment history in Arizona</li> <li>6. Place of graduation from high school</li> <li>7. Source of financial support</li> <li>8. Dependency as indicated on federal income tax return</li> <li>9. Ownership of real property</li> </ol>	<ol style="list-style-type: none"> <li>4. Arizona Driver's license</li> <li>5. Employment history in Arizona</li> <li>6. Place of graduation from high school</li> <li>7. Source of financial support</li> <li>8. Dependency as indicated on federal income tax return</li> <li>9. Ownership of real property</li> <li>10. Notarized statement of landlord and/or employer</li> <li>11. Transfer of major banking services to Arizona</li> <li>12. Change of permanent address on all pertinent records</li> <li>13. Arizona Department of Children Services</li> </ol>
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- 10. Notarized statement of landlord and/or employer
- 11. Transfer of major banking services to Arizona
- 12. Change of permanent address on all pertinent records
- 13. Arizona Department of Children Services documents related to foster care placement
- 14. Other relevant information

2. County Residency  
A combination of the following may be used to determine a student's county residency:

- 1. Notarized statements of landlord and/or employer
- 2. Source of

documents related to foster care placement

14. Other relevant information

2. County Residency  
A combination of the following may be used to determine a student's county residency:

- 1. Notarized statements of landlord and/or employer
- 2. Source of financial support
- 3. Place of graduation from high school
- 4. Ownership of real property
- 5. Bank accounts
- 6. Arizona income tax return
- 7. Dependency as indicated on a Federal income tax return
- 8. Other relevant information

4. Concurrent Enrollment in Arizona Public Institutions of Higher Education (ARS §15-1807)([See Appendix S-3](#))  
Under Arizona Revised Statutes §15-1807, it is unlawful for any non-resident student to register concurrently in two or more public

<p>financial support</p> <ol style="list-style-type: none"> <li>3. Place of graduation from high school</li> <li>4. Ownership of real property</li> <li>5. Bank accounts</li> <li>6. Arizona income tax return</li> <li>7. Dependency as indicated on a Federal income tax return</li> <li>8. Other relevant information</li> </ol> <p>4. Concurrent Enrollment in Arizona Public Institutions of Higher Education (ARS §15-1807)(<a href="#">See Appendix S-3</a>)</p> <p>Under Arizona Revised Statutes §15-1807, it is unlawful for any non-resident student to register concurrently in two or more public institutions of higher education in this state including any university, college or community college for a combined student credit hour enrollment of more than six (6) credit hours without payment of non-resident tuition at one of such institutions. Any non-resident student desiring to enroll concurrently in two or more public institutions of higher education in this state including any university or community college for a combined total of more than six (6) credit hours who is not subject to non-resident tuition at any of such institutions shall pay the non-resident tuition at the institution of his choice in an amount equivalent to non-resident tuition at such institution for the combined total of credit hours for which the non-resident student is concurrently</p>	<p>institutions of higher education in this state including any university, college or community college for a combined student credit hour enrollment of more than six (6) credit hours without payment of non-resident tuition at one of such institutions. Any non-resident student desiring to enroll concurrently in two or more public institutions of higher education in this state including any university or community college for a combined total of more than six (6) credit hours who is not subject to non-resident tuition at any of such institutions shall pay the non-resident tuition at the institution of his choice in an amount equivalent to non-resident tuition at such institution for the combined total of credit hours for which the non-resident student is concurrently enrolled.</p> <p>AMENDED by Direct Chancellor Approval, August 5, 2024</p> <p>AMENDED through the Administrative Regulation Process, June 12, 2023</p> <p>AMENDED through the Administrative Regulation Process, May 24, 2022</p> <p>AMENDED through the Administrative Regulation Process, June 24, 2021</p>
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enrolled.

AMENDED by Direct Chancellor Approval, August 5, 2024

AMENDED through the Administrative Regulation Process, June 12, 2023

AMENDED through the Administrative Regulation Process, May 24, 2022

AMENDED through the Administrative Regulation Process, June 24, 2021

AMENDED through the Administrative Regulation Process, June 30, 2020

AMENDED through the Administrative Regulation Process, November 5, 2019

AMENDED by Direct Chancellor Approval, March 6, 2019

AMENDED by Direct Chancellor Approval, September 17, 2018

AMENDED by Direct Chancellor Approval, August 30, 2017

AMENDED by Direct Chancellor Approval, August 30, 2015

AMENDED by Direct Chancellor Approval, May 20, 2015

AMENDED through the Administrative Regulation Process, April 23, 2015

AMENDED through the Administrative Regulation Process, March 25, 2013

AMENDED through the Administrative Regulation Process, June 27, 2012

AMENDED through the Administrative Regulation Process, March 13, 2012

AMENDED through the Administrative Regulation Process, May 17, 2011

AMENDED March 22, 2011, Motion No. 9791, 9792, 9793

AMENDED through the Administrative Regulation Process, March 4, 2011

AMENDED through the Administrative Regulation Process, February 23, 2010

AMENDED through the Administrative Regulation Process, March 5, 2009

AMENDED December 9, 2008, Motion No. 9524

AMENDED through the Administrative Regulation Process, August 18, 2008



<p>AMENDED through the Administrative Regulation Process, June 12, 2008 AMENDED through the Administrative Regulation Process, January 24, 2008</p>	
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