

OWENS COMMUNITY COLLEGE
PROCEDURES

Residency Determination

Board Policy No.: 3358:11-3-62

PROCEDURES:

- (1) The residency status of each student is determined during the admissions process based upon the information available to make that particular decision.
- (2) This decision is revocable, but the student must submit a petition for a change to Ohio residency status or submit a petition for a reciprocity fee exemption, depending on the criteria for eligibility.
 - (a) The completed petition is reviewed for final determination by the residency officer.
 - (b) The petition must be submitted prior to the posted deadline for the semester being petitioned.
 - (i) Link: <https://www.owens.edu/records/residency/>
 - (c) The petition forms for Ohio residency or for out-of-state reciprocity exemption are posted on the Owens Community College website, under the homepage for Records, under residency information.
 - (i) Link: <https://www.owens.edu/records/residency/>
- (3) The student will be notified by email if additional information is needed before a determination can be made. Once a determination is made regarding the petition for Ohio residency or for out-of-state reciprocity exemption, an email will be sent within two weeks of submission..

Effective Date May 13, 2019

The procedures conform to the policy, effective May 13, 2019, as approved by the Board of Trustees.