

## Lakeland Community College

POLICY TITLE:	RESIDENCY REQUIREMENTS AND STUDENT LOCATION (NC-SARA COMPLIANCE)
POLICY NO:	3354-2-62-05
ORIGINALLY APPROVED DATE:	05/05/90
REVISED DATE:	05/02/25
EFFECTIVE DATE:	05/02/25
NEXT REVIEW DATE:	05/2030
RELATED PROCEDURE:	N/A
RESPONSIBLE OFFICE(S):	VP FOR ENROLLMENT MANAGEMENT & STUDENT RETENTION SERVICES
APPROVED BY:	BOARD OF TRUSTEES

- A. Lakeland is required by law to classify every student's residency as follows:
1. Resident of Lake County - To qualify for this tuition category the student:
    - a. Must have resided in the State of Ohio for at least one year except otherwise provided by Ohio law, and in Lake County for at least six months.
    - b. Must have met requirements for Selective Service registration, if applicable.
  2. Ohio resident outside Lake County - To qualify for this tuition category the student:
    - a. Must have resided in the State of Ohio for at least one year except otherwise provided by Ohio law.
    - b. Must have met requirements for Selective Service registration, if applicable.
  3. Out-of-state or international students - students will be charged the out-of-state tuition rate in the event that they fail to qualify as either a Lake County or Ohio resident as described above or if they fail to meet the Selective Service registration requirement as required by Ohio law.
- B. State Authorization Reciprocity Agreement (SARA) and Student Location
1. Purpose: Outline the process for determining and updating a student's physical location to comply with state and federal regulations, especially concerning professional licensure disclosures.
  2. Initial Determination of Student Location: Lakeland Community College will determine a student's physical location at the time of initial enrollment based on the address provided by the student during the application process. This location is used for compliance with state authorization, licensure, and consumer protection requirements.
  3. Ongoing Location Updates: Students are required to keep their physical address up to date throughout their enrollment. Changes in location must be reported promptly by contacting the registrar's office. This ensures that

Lakeland Community College can continue to meet state regulatory and licensure requirements applicable to distance education and professional licensure programs.

4. **Impact on Professional Licensure:** For programs leading to professional licensure, Lakeland Community College will notify students of any changes in state licensure requirements that may impact their eligibility based on their reported location. The College will provide guidance to students relocating to states where the program may not meet specific licensure requirements.
5. **Notification of Changes:** If a student relocates to a different state, the College will assess whether the program meets licensure requirements in the new location. If not, the student will be informed and advised on the next steps, including the potential for alternate licensure pathways.
6. **Professional Licensure Attestation:** For students enrolling in programs leading to professional licensure, Lakeland Community College requires completion of a Program Declaration Form at the time of declaring their program of study. This form includes a section for attestation when the student is in a state where the program does not meet licensure requirements. Students must acknowledge:
  - a. The state where they are located and that the program does not meet licensure requirements in that state.
  - b. Their intention to relocate to a state where the program does meet licensure requirements upon program completion.
7. **Compliance with SARA:** As a member of the State Authorization Reciprocity Agreement (SARA), Lakeland Community College will adhere to all applicable policies related to the location of students and the requirements of distance education delivery across state lines.