

**Procedure Title:** Residency  
**Procedure Number:** 07-2003-0026  
**Board Policy Reference:** I.B. Educational Opportunities

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**Accountable Administrator:** Vice President Student Affairs  
**Position responsible for updating:** Director of Enrollment Services / Registrar  
**Original Date:** March 1964  
**Date Approved by Cabinet:** 10-09-18  
**Authorizing Signature:** *Signed original on file.*  
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**Purpose/Principle/Definitions:**

This administrative procedure defines residency criteria for the purpose of tuition and will be made according to the following definitions.

**In-State Residency**

At least one of the following requirements must be met by the student:

- 1) The student has resided in the state of Oregon at least ninety (90) continuous days prior to the first day of the term.
- 2) The student, or a member of his/her immediate family, holds title to property as a permanent Oregon residence.
- 3) The student filed an income tax statement with the Oregon Department of Revenue for the most recent reporting year.
- 4) A veteran established residence within the college district within one (1) year of separation or discharge from the Service.
- 5) The student is a dependent of parents or legal guardian who has established residency within Oregon.
- 6) Residents of the following states: Washington, Idaho, Nevada, Montana, and California

**Out-of-State Residency**

Students will pay out-of-state tuition if they list their state of legal residence as a state **other than** Oregon, Idaho, Washington, Nevada, Montana, or California. This excludes students who have provided documentation to establish In-State residency as indicated by this policy

**International**

Students who are citizens of another country and are attending BMCC on a F-1 or M-1 student or other visa will pay the international tuition rate.

**Guidelines:**

Students who graduate from a high school other than in Oregon, Idaho, Washington, Nevada, Montana, or California within the last two years will be considered out-of-state residents and may be required to provide proof of Oregon residency.

Residency criteria requirements apply to readmission of students who have established residency in another state since their last enrollment at the college. This will be checked at the time of readmission to the college.

Students attending on F-1 or M-1 Visa's do not qualify for in-state residency.

Students that establish their 90-day residency requirement during their current term of enrollment will be granted in-state residency status for their following term of enrollment for the academic year in which they applied for residency. (Example: student meeting 90-day residency requirement during fall term 2018 will be eligible for in-state residency winter term 2019 or their next term of enrollment for the 2018-19 academic year).

Alaska residents who wish to receive the Alaska Permanent Fund Dividend while attending BMCC should consult their state agency prior to applying for in-state residency as it may affect their ability to receive these funds.

### **Process to Establish Residency**

Students who wish to establish residency for purposes of receiving in-state tuition rates must complete a Proof of Oregon Residency form and provide at least one of the following documents:

- 1) An Oregon hunting or fishing license that was issued at least ninety days prior to the beginning of the term.
- 2) A copy of deed of title, mortgage agreement, or recent county property tax statement indicating ownership by the student or the immediate family. If ownership is by anyone other than the student, a document verifying the familial relationship between the student and an owner must be presented.
- 3) A current Oregon voter precinct card.
- 4) A copy of a signed Oregon income tax statement filed during the latest reporting year or payroll records from an Oregon firm indicating ninety continuous days of residency in Oregon.
- 5) A copy of an official Oregon high school transcript or GED scores earned in the state of Oregon.
- 6) A copy of a current valid Oregon driver's license (front and back of license) issued at least ninety days prior to the beginning of the term.
- 7) A copy of a current valid Oregon ID card (front and back of id card) issued at least ninety days prior to the beginning of the term.
- 8) A copy of a current utility bill dated at least ninety days prior to the beginning of the term.
- 9) DD214 (veterans)

Requests are reviewed and approved by the Registrar or their designee. All appeals for issues regarding the college's residency requirement will be submitted in writing to the VP, Student Affairs.

**Special Forms:** Proof of Oregon Residency form