

3358:11-3-71 Student location determination policy.

- (A) Policy statement and purpose. The determination of the location of prospective and current students is required for state and federal regulations, including for the purpose of federal financial program participation agreement certification. This rule assures compliance with United States code of federal regulations, 34 CFR 668.43, as amended, particularly paragraph (c), institutional information for individual disclosure for programs leading to professional licensure or certification.

Owens community college is a member of the national council for state authorization reciprocity agreement, which allows the college to provide distance learning programs (both online and in the form of supervised field experiences/clinical training) and coursework to residents of states other than Ohio. As such, this membership does not grant reciprocity or exempt the college from state professional licensing requirements. As a result, licensing requirements in Ohio may not be recognized as sufficient to obtain a license in any other state. A prospective online student interested in professional license programs should first contact the appropriate licensing agency in their home state to determine eligibility.

- (B) Application. This rule applies to all students who take credit-bearing courses at Owens community college, including military students and those in both face-to-face and online classes.
- (C) Responsibility.
- (1) Student. It is the responsibility of the prospective or current student who intends to complete a licensure program to check with the licensing board(s) in their state of residence or in the state in which they intend to obtain a license for the most recent information and requirements. The student's physical location at the time of registration will remain in effect unless and until the student provides official notification of location status to the college.

It is the responsibility of the student to report their address or to make an address change in the student information system. If a student relocates during the course of a program to another state, it may impact whether the student can remain in the program, meet the state licensure requirements and/or continue to receive financial aid funding.

- (2) College. Owens community college collects location information from a student as part of the registration process. Each semester, location information is collected and reviewed for active students.

Depending on a student's location or change of status, Owens community college may or may not be able to allow the student to continue taking online courses or approve clinical or internship placement. Owens community college shall not be held liable if the student is unable to qualify for licensure or certification in a specific jurisdiction, or cannot obtain a practicum/internship location.

It is the responsibility of Owens community college to regularly review this rule and to document consistently-applied processes for the purpose of establishing the location of prospective and current students. The college must communicate this rule and process to students each term, in the consumer-information email.

- (D) Definition of student location determination, as based on the following data collection systems.
 - (1) Integrated postsecondary education data system. The location for those students enrolled exclusively in distance education should be their physical location or current address, as of the institution's fall reporting date. If this is not available, the college shall use the address on file for the student.
 - (2) National council for state authorization reciprocity agreement. A student's location is the state, territory, or district where the student is located while receiving the instruction, and does not refer to the student's official state of residence.
 - (3) Military student. For a student enlisted in the military and on active duty, the college shall use the permanent address instead of the student's physical location.
- (E) Supplements. This rule supplements and supports Owens community college rule 3358:11-3-62 of the Administrative Code (residency determination).

- (F) Implementation. The chief student affairs officer or designee(s) will implement procedures, guidelines, forms, and operational processes, which are consistent with the provisions of this rule.

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