



Policy Name:	Student Location Policy
Effective Date:	July 1, 2024
Last Revision Date:	n/a
Last Review Date:	n/a
Approving Authority:	Board of Regents
Responsible Office:	Provost
Category:	Enrollment and Academics

**Purpose**

The Department of Education has implemented a new rule within Title IV, effective July 1, 2024, addressing academic programming in which students are enrolled that leads to state licensure in any of the 50 states and nine territories. This is an expansion of their federal mandate effective July 1, 2020, with which we also complied. The rule has many implications on student enrollment, success, and degree completion for institutions nationwide. All higher education institutions will be required to advise students as to whether their academic program meets or does not meet licensure requirements in the states in which the students are located during the time of their studies regardless of modality – online or in-person. As such, it has been advised to develop a policy that addresses student location at the time of their studies to provide a guideline for compliance at Northwest. This policy will not have any impact on guidelines followed by Northwest as it pertains to the application of resident and non-resident tuition on students.

**Policy**

Northwest Missouri State University will record the location of any student enrolled in any program at Northwest during the time of their studies. For the purposes of this policy, location will be defined as the physical location of the student during their studies upon initial enrollment in a given degree program. Provisions within this policy include:

1. The location of a student in an in-person program will be the state in which the majority of in-person classes are being held.
2. The location of a student in a fully online program will be their permanent address provided upon enrollment.
  - o The student is responsible for ensuring currency of their permanent address.
  - o Northwest will notify a student of any conflicts related to the new location per the new permanent address within 14 business days.
3. The location of students taking both in-person and online courses will be the physical location of the majority of in-person courses.
4. Students who change degree programs during their studies at Northwest will have their location reclassified per the parameters of this policy within 14 business days. Students will be notified of any change to their location recorded at Northwest.
5. The student’s location recorded during their studies per this policy will not have any impact on the student’s permanent residency as it pertains to determining the tuition rate for each individual student.