

STUDENT LOCATION DETERMINATIONS

Purpose:

For the purposes of determining the State in which a student is deemed located for purposes of direct notifications as required by the US Code of Federal Regulations, 34 CFR 668.43(c), regarding state-specific professional licensure information, the College will use the following procedure. This procedure does not impact or supersede any other College policies regarding determinations of a student's residency or permanent address.

Definitions:

Enrolled students: For the purposes of this policy, students who are currently enrolled and actively taking classes in an Ithaca College educational program that is designed to meet educational requirements for specific professional license or certification that is required for employment in an occupation.

Prospective students: For the purposes of this policy, students who have applied for admission into an Ithaca College educational program that is designed to meet educational requirements for specific professional license or certification that is required for employment in an occupation, but who have not yet attended their first day of class.

Guidelines:

Timing

The College will make student location determinations at the following times:

1. For prospective students, at the time the student formally applies for admission and intends to enroll into any Ithaca College educational program that is designed to meet educational requirements for specific professional license or certification that is required for employment in an occupation;
2. For enrolled students, at the time that the student initially enrolls in an Ithaca College educational program that is designed to meet educational requirements for specific professional license or certification that is required for employment in an occupation; and
3. Upon the College's receipt of a notification of a change in permanent address, made by a student through the Update [HomerConnect Profile Information](#) workflow.

Prospective student location

For the purpose of this policy, a prospective student's location is the state of residency that the student has provided, at the time the student applies for admission into a Ithaca College program that is designed to meet educational requirements for specific professional license or certification that is required for employment in an occupation. For such prospective students whose state of

residency does not include a U.S. state or territory (e.g., living outside the United States), their location will be considered the state of New York for the purposes of this policy.

Enrolled student location

The student location for current (enrolled) students is the state where of a current student's permanent residence as indicated in the College's HomerConnect student record system. For students whose permanent address does not include a U.S. state or territory (e.g., students living outside the United States), their location will be considered the state of New York for the purposes of this policy.

Change of location

Student location designations will remain in effect unless and until a current student officially notifies the College of a change in permanent address through the [Update HomerConnect Profile Information](#) workflow. Once a student so notifies the College, the date of submission will be used as the effective date of a student's revised location for the purposes of this policy. If a student does not notify the College of a change of permanent address but the address has been end-dated in the student record system because mail was returned as undeliverable, their location will be considered the state of New York for the purposes of this Policy.