Making Residency and Excessive Absences Determinations
There’s Got To Be a Simpler Way

Raul Fletes
Summer Data Conference
June 21-22, 2012
**In state? Out of state?**

- The State of Mississippi will not reimburse (fund) out of state students
  - Except ADN out of state students

- Whenever a flag is raised about the possibility that a student might be out of state, make sure to request proper documentation
  - Some flags include out of state transcripts, out of state address entered in application for student and/or parents, out of state GED
  - Better to be on the safe side
Proper Documentation

- One primary document – government issued photo identification, such as, a drivers license

- One secondary document – receipts, invoices, voter registration, etc. showing the name of the student and a Mississippi address – (see guidelines tab-2, p. 17)

- Notarized affidavits are not acceptable
  - An issue when a student lives on someone else’s household without paying any utilities or taxes
  - A lot can be prevented with better admissions counseling
Determination of Student’s Mississippi residency

(1) Student Special Case?

(2) Student Under 21?

(3) Student MS address?

(4a) Any flags about MS residency?

(4b) Any flags about MS residency?

(5) Grad from MS HS in MSC?

Notes:

(a) Gather documentation – application to college, transcripts (HS, other college(s), GED), drivers license and other proofs of residency, military orders, visa, etc.

(1) Married and claiming spouse’s residency, child of CJC employee, MPACT beneficiary, military (active duty, spouse, child, recent discharge, etc.), visa, etc.

(2) Parent, parents or legal guardian (as appointed by a MS court)

(3) As shown on application

(4a) Anything that raises a question about parents’ residency. Example, PO Box address, proof of residency was issued after registration date, etc.

(4b) Anything that raises a question about student’s residency. Example, Out-Of-State transcript, PO Box address, proof of residency was issued after registration date, etc.

(5) Properly signed and validated MS high school transcript showing completion of all 4 years in MS and graduation date

(6) Student MS Drivers License plus another approved document (utility bill, voter registration, tax return, etc)

(7) Parent, parents or legal guardian MS Drivers License plus another approved document (utility bill, voter registration, tax return, etc)

Out of State
Flowchart Explained

Is student a special case? (1)
Yes – follow proper procedures or call board
No – Is student under 21?
  Yes – Do parents have a MS address? (2)
    Yes – Any other flags about MS residency? (4a)
      Yes – Does student have two proofs of MS residency (7)
        Yes – MS Resident
        No – Out of State
      No – Resident
    No – Student attended 4 yrs of MS high schools & grad in MS (5)?
      Yes – Student resides in MS - has a MS address (3)?
        Yes – MS Resident
        No – Out of State
    No – Resident
  No – Student attended 4 yrs of MS high schools & grad in MS (5)?
    Yes – Does student have a MS address (3)?
      Yes – Any other flags about MS residency (4b)?
        Yes – Does student have two proofs of MS residency (6)
          Yes – MS Resident
          No – Out of State
        No – Resident
      No – Out of State
Special Cases

- Married and claiming spouse’s residency
- Child of Community or Junior College employee
- MPACT beneficiary
- Military – active duty, spouse, child, recent discharge, etc.
- Foreign student
Example Case

- Nineteen year old student who listed her grandmother as her legal guardian. The student listed a physical Mississippi address on her admissions application for both herself and her grandmother (the same address). Is she a Mississippi resident?
  - Student special case (military, married to a Mississippian, etc.)?
    - NO
  - Is she under 21?
    - YES
  - Does guardian have a MS address?
    - YES (Note, that the guardianship documents are still required)
  - Any potential flags about guardian’s residency?
    - NO
    - SHE IS A MISSISSIPPI RESIDENT!
...Case

- Student has a MS driver’s license but nothing else on the list. Car is in girlfriend’s name, he lives with parents, etc., but he is over 21. Have a copy of court papers sent to him at his physical address from the County Chancery Court. We also have a letter sent by the Selective Service to the same address as in the application. Is he in-state resident?
  - Student special case (military, married to a Mississippian, etc.)?
    - NO
  - Is he under 21?
    - NO
  - Does student have a MS address?
    - YES
  - Any potential flags about student’s residency?
    - NO
    - HE IS A MISSISSIPPI RESIDENT!
Applicant is currently out-of-state and she married an active duty military, can she get in-state residency?

Student special case?

YES - (military, married to a Mississippian)

Follow special rules for a spouse of a member of the armed forces stationed outside of Mississippi, which permits spouse to pay resident fees and tuition regardless of the length of time the spouse has resided in Mississippi (MCA 37-103-19 section 3). However, the spouse would be required to provide two documents to prove Mississippi residency

SHE IS A MISSISSIPPI RESIDENT!
...Case

- Student under 21 graduated from HS in Kansas. She attended college there. She married a Mississippian, who was attending that same Kansas college last semester as an out-of-state student. He completed all four years at a MS high school. They have moved back to MS. Is she in or out-of-state?
  - Student special case?
    - YES - (married to a Mississippian)
  - Follow special rules for a spouse of a Mississippi resident, which permits spouse to pay resident fees and tuition (MCA 37-103-15). However, they would need to provide marriage certificate, and the spouse would be required to provide two documents to prove Mississippi residency
  - SHE IS A MISSISSIPPI RESIDENT!
Case

- Student under 21, has lived with a family member (not a legal guardian) for the past ten years. Attended the last 4 years of HS at and graduated from a MS HS. Parents live out of state. In or out-of-state?
- Student special case (military, married to a Mississippian, etc.)?
  - NO
- Is he under 21?
  - YES
  - Do parents have a MS address?
    - NO
  - Student attended 4 years HS at and graduated from MS HS?
    - YES
    - Student has a MS address?
      - YES
      - HE IS A MISSISSIPPI RESIDENT!
Cut-off Date

- Cut-off (CO) date is to determine if a student is or is not sufficiently in attendance for funding purposes.
- On per-course basis to prevent some courses to be evaluated on less time than what the law intends.
- Week 1, is week when class actually started.
  - In a MWF class, if first class was Friday, then count whole week.
- Partial weeks allowed.
  - At least one meeting should take place.
  - Allows for holidays and emergency campus closings.
- Cut-off is the last class day of week 6 for a ‘regular’ Fall or Spring term.
  - Holidays can be included.
  - 1/3 of term for short terms.
A term begins on Thursday 8/11/11. The course meets MWF. The first class actually begins Friday 8/12/11.

Cut-off is 9/16/11 which is the Friday on week 6. Note, week 1 only included a Friday.
Cut-off Date Examples

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- A term begins on Thursday 8/11/11. The course meets MWF. The first class actually begins Friday 8/12/11.
- Assume 8/17/2011 is a college holiday.
  - Or an emergency day on which the campus was closed.
- Cut-off still is 9/16/11 which is the Friday on week 6. Note, on week 2 classes still met.
A term begins on Tuesday 8/9/11. The course meets MW. The first class actually begins Wednesday 8/10/11.

Cut-off is 9/14/11 which is the Wednesday on week 6. Note, week 1 only included a Wednesday.
...Examples

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A term begins on Thursday 8/11/11. The course meets W. Now, the first class actually begins Wednesday 8/17/11.

Cut-off now shifts to 9/21/11 which is the Wednesday on week 6.
…Examples

- A term begins on Thursday 8/10/11. The course meets W.
- Assume 8/17/2011 is a college holiday.
- Or an emergency day on which the campus was closed.
- Cut-off still shifts to 9/21/11 which is the Wednesday on week 6, because no classes were held on the week of 8/17/2011.
Absences

- Counting of absences will be based on the chart developed for Policy 9.2
- If a student exceeds the maximum number of absences within the Audit Period he/she cannot be counted for funding purposes
  - Even with perfect attendance after the period
- A absence table was developed based on 750 minutes per term per credit hour
- Allowed to miss 100 minutes per credit hour
  - After reducing factors table is based on number of times class meets per week and length of term
...Absences

- 15 week term, 1 credit hour equals 50 minutes/wk
- Thus 3 credit hours course should meet:
  - MWF = 50 mins/period
  - MW = 75 mins/period
  - M = 150 mins/period
- Thus 4 credit hours course should meet:
  - MWF = 67 mins/period
  - MW = 100 mins/period
  - W = 200 mins/period
## Absence Matrix

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Example… Class meets 3 per week… Allowed absences?

6 - SIX

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Excessive absences – students cannot be reimbursed
Example… Class meets 3 per week… Allowed absences?

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Last attendance before CO date – students cannot be reimbursed
Example… Class meets 3 per week… Allowed absences?

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Students can be counted
6 or less absences within period and returned during weeks 7 or 8
Example… Class meets 2 per week… Allowed absences?

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Excessive absences – students cannot be reimbursed
Example… Class meets 2 per week… Allowed absences?

4 - FOUR

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Last attendance before CO date – students cannot be reimbursed
Example… Class meets 2 per week… Allowed absences?

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Students can be counted
4 or less absences within period and returned during weeks 7 or 8
Example… Class meets 1 per week… Allowed absences?

2 - TWO

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</table>

- **Einstein**
  - A A A
  - Out – Excessive absences

- **Grisham**
  - A A A
  - Out – Excessive absences

- **Welty**
  - A A A
  - Out – LDA 9/7 – before CO

- **Jackson**
  - A A A
  - Out – LDA 8/31 – before CO

- **Evers**
  - A A
  - In – 2 abs allowed within period

- **Winfrey**
  - A A
  - In – no absences within period

- **Jones**
  - A A A
  - IN - 2 abs allowed within period, and returned on 9/21

- **Presley**
  - A A A
  - In – 2 abs allowed within period

- **Thomas**
  - A A A
  - IN - 2 abs allowed within period, and returned on 9/28
Thank You

- Use updated guidelines
- Call or email us during the term with questions
  - Handled discreetly
  - Gives us time to discuss with Attorney General's office

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