



**PRESIDENT’S POLICY MEMORANDUM NO. 285**

**TO:** All Virginia Tech Employees and Students  
**FROM:** Charles W. Steger *WCS*  
**DATE:** May 31, 2013  
**SUBJECT:** University Domicile Residency Appeal Committee

Effective Date: Immediately  
Expiration: Indefinitely

This policy memorandum hereby creates a formal University Domicile Residency Appeal Committee.

Background:

Pursuant to statutory authorization, the State Council of Higher Education for Virginia (SCHEV) has promulgated regulations with the intent to ensure the application of uniform criteria in administering the *Code of Virginia* in determining eligibility for in-state tuition charges. These regulations require a process of appeals for students including a final administrative review. Virginia Tech has maintained a final administrative review process for many years, but without a formal appointment structure.

Committee Charge:

The University Domicile Residency Appeal Committee has final authority for all appeals related to domicile for tuition purposes, including undergraduate, graduate, and professional programs.

Committee Membership:

In consultation with the Vice Provost for Enrollment and Degree Management, the President shall make the appointments to the committee. The Vice Provost shall be assigned the duty hereafter to monitor and maintain the composition and membership of the committee, making recommendations to the President to fill vacancies as necessary.

The University Domicile Residency Appeal Committee will include representation as follows:

- An associate dean of an academic college (one-year term);
- A representative of the Office of the University Provost (two-year term);
- A representative from the Office of University Financial Aid and Scholarships selected by the Director of that office (three-year term) – This person shall chair the committee.

Prior to the end of any member’s term, the chair shall recommend a replacement to the Vice Provost for Enrollment and Degree Management, who in turn will make a recommendation to the President.

I greatly appreciate the service of those appointed to this important role.

*Invent the Future*