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## Expenses and Student Financial Services

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*The cost to students of an education at a public university remains one of the great bargains of our time. While there have been increases in recent years, the charges are still very affordable, especially when one considers the high quality of the education offered. Tuition and fees cover a part of the costs, but the remainder is made available by the taxpayers of the Commonwealth. The result is a creative partnership between the individual students and their families and the members of an enlightened democracy, which believes that the economic, political, and cultural success of the society depends on a well-educated citizenry.*

Undergraduate and graduate students at the university pay tuition and various fees. In addition, they will have costs for textbooks and other incidentals and for meals and housing. This section gives information about the structure of charges at the university, focusing specifically on charges to undergraduate students. It is intended to assist students and their families in their financial planning.

More detailed information on graduate student charges is available in the Graduate Catalogue (from the Office of Graduate Studies).

The university provides comprehensive financial aid and related services. Applicants and current students are invited to inquire about the aid and scholarship opportunities that are described later in this chapter.

### **Disclaimer: Currency of Information**

In preparing this *Catalogue*, we have made every effort to give the most up-to-date information possible. However, changes in tuition and fees may occur after the book has been printed. An exact schedule of all current charges is available from the Office of the Bursar, Foster Administration Building, second floor, or the University Enrollment Center, first floor.

*All expenses are subject to change at the discretion of the Commonwealth, the Board of Higher Education, or the University. Similarly subject to change may be various policies associated with charges.*

### **Payment Policy**

Students may pay all tuition, fee, room, and board payments by mail, or at the University Enrollment Center, first floor of the Foster Administration building, hours are Monday through Thursday, 8 a.m. to 7 p.m., and

Friday, 8 a.m. to 5 p.m. Credit cards (Mastercard, Visa, and Discover) are accepted.

All charges are due and payable at a date set by UMass Dartmouth (usually August 20 and January 5). Payments received after the due date indicated will be charged a late fee. The University mails bills to the student's permanent address; students must take care that they list an appropriate permanent address, for this reason.

Students are expected to keep their accounts current and to pay their financial obligations to the university. Students may not attend classes until all charges have been paid, or vouched for. In appropriate circumstances, the Bursar's Office may impose various restrictions in order to enforce payment of an obligation, including withholding of official transcripts and the diploma. The Vice Chancellor for Fiscal Affairs/designee hears appeals of difficult cases.

### **Policies Affecting Charges**

As a state-supported institution, UMass Dartmouth's programs and facilities are available at reasonable tuition rates to residents of the Commonwealth of Massachusetts.

The table to the right shows tuition and fee charges for the 2002-2003 academic year.

*Residency:* Massachusetts state residents pay a considerably reduced tuition and curriculum fee charge over that paid by out-of-state residents. Under the New England Board of Higher Education's Regional Student Program, residents of other states in New England are eligible for reduced out-of-state tuition for some academic programs not available in their own state. Later in this section we give additional information about the tuition/fee residency policies.

*Prorating by credit load:* Students pay the full amount for tuition and mandatory fees if taking twelve or more credits. Charges for those taking fewer than twelve credits are prorated evenly by the number of course credits. A table at the end of this chapter shows the per-credit/per-semester charges in effect for the 2002-2003 academic year.

*Charges by type of study:* Degree students, non-degree students, and students auditing a course or courses pay the same academic

charges.

The *Division of Continuing Education* offers courses under a structure of charges different from that presented in this catalogue.

### **Tuition and Mandatory Fees**

#### **Tuition**

Tuition charges are established annually by the Board of Higher Education of the Commonwealth of Massachusetts.

#### **Mandatory Fees**

In addition to **tuition**, all students pay the following mandatory fees:

All students are assessed a **curriculum support fee**, which is calculated by a different rate depending on state residency. This fee supports the full program of academic and student services of the university.

The **athletics fee** supports the men's and women's athletic programs. The **student fee** supports student publications, the student radio station, and various other student related activities. These fees are determined by the students themselves, through the student governance process. (Note that these two fees represent a division of the previous single fee called the "general fee.")

The **campus center fee** is used to support the programming activities and general administrative expenses of the Campus Center. A Board of Governors, composed of 13 students, one alumnus, and two administrators, oversees the operation.

The **health fee** supports on-campus health services, available to all students.

The **MassPIRG fee**, imposed by student vote, is charged each semester. It supports the activities of the Massachusetts Public Interest Research Group, and is waivable upon request.

### **Refunds — Withdrawal from School**

A student who registers and commences studies but then withdraws officially from UMass Dartmouth for any reason during an academic semester will be granted a refund according to the refund schedule given later in this section. A student who remits, in advance, a payment of tuition and fees but

## Summary of Annual Expenses 2002-2003

### Excluding Room and Board

(and *excluding* individual and onetime expenses)

	Undergraduates	Graduates
<b>Massachusetts Residents</b>		
Tuition	1,417	2,071
Curriculum Support Fee	3,220	3,703
Athletics Fee	185	185
Student Fee	125	125
Campus Center Fee	150	150
Health Fee	32	32
<b>Total</b>	<b>5,129</b>	<b>6,266</b>

### Non-Massachusetts Residents

Tuition	8,099	8,099
Curriculum Support Fee	5,038	5,038
Athletics Fee	185	185
Student Fee	125	125
Campus Center Fee	150	150
Health Fee	32	32
<b>Total</b>	<b>13,629</b>	<b>13,629</b>

### Regional Student Program Non-Residents

Tuition	2,126	3,107
Curriculum Support Fee	4,129	4,371
Athletics Fee	185	185
Student Fee	125	125
Campus Center Fee	150	150
Health Fee	32	32
<b>Total</b>	<b>6,747</b>	<b>7,970</b>

All tuition and fee cost figures are based on enrollment in 12 or more credits each semester.

\$600 additional for books and supplies is typical, although different subjects of study have considerable variation. Additional charges also occur through college, department, or course-specific fees.

### Including Room and Board

(and *excluding* individual and onetime expenses)

	Undergraduates	Graduates
<b>Massachusetts Residents</b>		
Tuition	1,417	2,071
Curriculum Support Fee	3,220	3,703
Athletics Fee	185	185
Student Fee	125	125
Campus Center Fee	150	150
Health Fee	32	32
Room (and Board)	*6,144 / **4,300	
<b>Total</b>	<b>11,273</b>	<b>10,566</b>

### Non-Massachusetts Residents

Tuition	8,099	8,099
Curriculum Support Fee	5,038	5,038
Athletics Fee	185	185
Student Fee	125	125
Campus Center Fee	150	150
Health Fee	32	32
Room (and Board)	*6,144 / **4,300	
<b>Total</b>	<b>19,773</b>	<b>17,929</b>

### Regional Student Program Non-Residents

Tuition	2,126	3,107
Curriculum Support Fee	4,129	4,371
Athletics Fee	185	185
Student Fee	125	125
Campus Center Fee	150	150
Health Fee	32	32
Room (and Board)	*6,144 / **4,300	
<b>Total</b>	<b>12,891</b>	<b>12,270</b>

\*Dormitory plus the 12-meal plan, the one most commonly selected. See table of meal plans below for choices we offer.

\*\*Cedar Dell Apartments: Advanced undergraduate housing is in the Cedar Dell Student Apartments, the cost for which does not include meals.

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then does not subsequently register and attend will be given full refund of tuition and fees.

All refunds are based on official withdrawal notices as dated and processed by the Office of the University Registrar and then forwarded to the Bursar's Office.

### Health Insurance

Students enrolled in a 3/4 time load or higher (9 credits for undergraduate students) are required by state law to be covered by appropriate health insurance. The university provides this insurance and charges a health insurance fee to cover its cost, unless students are already covered by an appropriate insurance program. This fee is waived if the student presents proof of appropriate insurance coverage, to the Bursar's Office or University Enrollment Center. This insurance coverage must meet the Qualifying Student Health Insurance Program guideline and be billable in the local UMass Dartmouth area.

The fee covers the cost of enrollment in a program for group health insurance coverage that has been negotiated by the university. Students enrolling in this plan receive full disclosure of the benefits they will receive. Detailed information is available at the Student Health Office. Students enrolled in less than a 3/4-time load are not eligible for this insurance.

International students on a visa who are not formal participants in an approved exchange program with preexisting insurance coverage will automatically be enrolled in the Qualifying Student Health Insurance Program at UMass Dartmouth. Certain classes of international students may be required to have insurance coverage different from or additional to that of the regular health insurance plan. The university makes available to students plans providing this coverage.

### New England Regional Student Program

The university is a member of the New England Regional Student Program. Under this program students from other New England states may receive tuition benefits if a similar program is not available in their home state.

Eligible programs for 2002-2003 and the

schedule of charges are given in tables accompanying the chapter on Admissions.

For more information, contact the Office of the Regional Student Program, New England Board of Higher Education, 45 Temple Place, Boston, MA 02111; phone 617 357-9620.

### Tuition/Fee Waivers for Special Groups

Those in certain classifications may receive waivers of tuition or fees, some of which are listed here. If you believe you are a member of a group eligible for a waiver, please consult the University Enrollment Center or Bursar's Office.

Students **sixty years of age or over** who are Massachusetts residents are exempt from tuition and mandatory fee charges. Applications for tuition and fee exemption may be obtained from the Bursar's Office or University Enrollment Center.

Some categories of **state workers** may receive waivers of tuition charges, but not of fees. Some categories of **veterans** may receive waivers of tuition, but not of fees.

### Program- and Course-Specific Fees

Specific fee amounts are shown in an accompanying table. Beginning in the 2001-2002 academic year, there is a restructuring of fees. Previously, students registered in certain courses were required to pay Studio/Lab fees (called SLA fees), which ranged from \$11 to \$60 but were higher for a few courses. Now, these course-by-course fees have been consolidated into semester fees charged by the students' college or major program. These fees cover costs directly associated with the delivery of instruction, for example, providing supplies and equipment for scientific laboratories, equipment for instructional computing, and art studio supplies.

**Engineering Equipment Fee.** Students in majors in the College of Engineering will be charged a special fee each semester, to assist with the costs of laboratory equipment. This fee now also covers fee payments that were previously assessed as SLA fees.

**Nursing Instructional Fee.** Students in majors in the College of Nursing will be charged a special instructional fee each semester. This fee now also covers fee

payments that were previously assessed as SLA fees. Students registered in **clinical nursing** courses must have liability insurance, which they arrange separately from the university.

**Business Administration Fee.** Students in majors in the Charlton College of Business will be charged a special fee each semester, to assist with equipment and other instructional costs. This fee now also covers fee payments that were previously assessed as SLA fees.

**CVPA Specialized Course Support Fee.** Students in majors in the College of Visual and Performing Arts will be charged a special fee each semester, which covers fee payments that were previously assessed as SLA fees to assist with equipment and other instructional costs.

**College of Arts and Sciences—Level 1 Program Fee.** Students in majors in the Humanities and Social Sciences and Interdisciplinary programs in the College of Arts and Sciences will be charged a special fee each semester, which covers fee payments that were previously assessed as SLA fees to assist with equipment and other instructional costs.

**College of Arts and Sciences—Level 2 Program Fee.** Students in majors in the Sciences in the College of Arts and Sciences will be charged a special fee each semester which covers fee payments that were previously assessed as SLA fees to assist with equipment and other instructional costs.

**Applied Music Course Fee.** Applied music courses require payment of a course fee in addition to other tuition and fees. The fee is charged for every registration in one of these courses, except that Music majors may take one applied music course each semester without this fee. Applied Music courses are identified in the Music Department section of this catalogue and specific charges are shown in an accompanying table in this chapter.

### One-Time Fees

Specific fee amounts are shown in an accompanying table.

**Application Fee.** Applicants are charged a non-refundable, non-waivable application fee. Massachusetts and Non-Massachusetts residents pay different application amounts.

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**Admissions Deposits.** Students who have been accepted for admission to the university must reserve a space in the entering class by submitting an admissions fee deposit. Admitted applicants are given until a stated deadline to submit the deposit, after which date the space reserved for them will be given to another candidate. Prospective students who have a hardship associated with this deadline may discuss that situation with the Director of Admissions. This fee will be applied towards tuition, upon registration. Complete instructions are given along with the letter of admission. Similarly, a housing reservation deposit is charged. This fee will be applied to the student's housing bill, upon registration.

**Orientation Fee.** An Orientation Fee is paid by all incoming freshman, transfer, and international students (all levels) to help defray the expenses of the summer New Student Orientation Program. Freshmen attend a two-day, overnight program, and transfer students attend a day-long program.

**Transcript Fee.** Paid the first semester one is in attendance as a degree student, this fee provides life-time transcripts at no charge and supports availability of advising transcripts.

**Withdrawn on Exchange Fee.** Students pay a small fee in order to remain in active status at the university while engaging in an educational activity under the university's sponsorship but at a different location, such as study abroad.

**Program Continuation Fee.** This fee allows graduate students who require a semester or more to complete a project, thesis, or dissertation but who have completed course requirements to register, for a charge well below that for a three-credit course. This fee can also be used to bridge across a semester or more of absence from course registration when a graduate student remains active as a candidate for the degree.

**Readmission Fee.** Applicants for readmission are charged a readmission fee. The fee, which covers costs associated with processing the application, is to be paid before the student's file is forwarded to the department for consideration. Policies regarding readmission and leave of absence are covered in the chapter on Academic Regulations and Procedures.

**Graduation Fee.** Students pay this fee in their last semester prior to receiving a degree to help defray costs associated with graduation and commencement. An additional portion provides a one-year membership in the Alumni Association. A refund of the Alumni Association membership fee portion may be obtained by those not wishing to participate, if application is made to the Bursar or the University Enrollment Center.

### Payment Financing

The university makes available the services of private financing programs to assist those students who wish to spread their tuition and fee payments out rather than paying the entire amount at the beginning of the term. Information and application forms are available from the Bursar or the University Enrollment Center.

### Books and Supplies

Costs for books and supplies vary with the habits of the individual as well as with the nature of each student's academic program. The following information may provide a general guideline, for planning.

\$600 per year for books and supplies is an estimated or typical amount. Generally, books cost more in the scientific and technical fields. First year Engineering students have additional expenses for engineering drawing equipment and related materials. Students in the College of Visual and Performing Arts will incur some additional expenses for art supplies.

Students registered in clinical nursing courses have an additional expense for uniforms and for insurance. Medical Laboratory Science seniors have additional expenses for uniforms and lab coats, malpractice insurance, and commuting to participating hospitals. They are also responsible for providing their own transportation for clinical practice.

### Residency Requirements for Tuition and the Curriculum Support Fee

Massachusetts "resident students" pay in-state tuition and fee charges. Others pay out-of-state charges. Certain non-Massachusetts students—in specified programs only and residents of specified New England

states—receive a substantial reduction of the non-resident tuition charge through the New England Regional Student Program.

The full regulations on determining residency are included at the end of this chapter; what follows is a brief overview.

To be deemed a Massachusetts resident, one must have had a legal domicile in the state for at least one year before the commencement of the academic semester, residing in the state for purposes other than attending an educational institution (or one's parents, if one is financially dependent on them). Those who do not meet the conditions are considered out-of-state or non-resident students. A student at a certain degree level, e.g., undergraduate, may retain in-state residency during continuous attendance at the institution, until attainment of the degree for which enrolled.

Students whose situation changes may request a determination of in-state residency by filing the residency reclassification form and submitting appropriate documentation. A similar process is used to contest an initial residency determination. Appeals are heard by a campus Residency Appeal Committee, which makes the final residency determination. Questions on residency policies, and requests for reconsideration and the appeals process, are handled by Chris Kaylor, Office of University Records, phone 508 999-8620.

Any student who undertakes university study under a non-resident temporary student visa (having been issued a form I-20 or IAP-66 by us) must pay the out-of-state rate for application fee and tuition charges. This remains in force for the duration of the student's attendance at the University of Massachusetts Dartmouth for as long as the individual remains an international student on a non-resident visa.

### Room and Board Charges

Students of the university who live on-campus are offered a number of plans. Specifics of what each plan provides are available from the Office of Housing and Residential Life, and are summarized in the chapter on the Campus Experience. Further details and instructions for reserving a space are mailed to every applicant who has been accepted for housing. The costs for the different plans are listed in an accompanying table.

## Tables of Charges

### Charges Per Credit per Semester 2002-2003 Rates

At 12 credits the charge will be at a maximum. Credits above 12 are added at no additional charge. The charges shown here do not include non-mandatory fees, course/college fees, housing, books/supplies, or personal expenses.

	Undergrad.	Grad.
<b>Massachusetts Residents</b>		
Tuition	59.04	86.29
Curriculum Support Fee	134.16	154.29
Athletics Fee	7.71	7.71
Student Fee	5.21	5.21
Campus Center Fee	6.25	6.25
Health Fee	1.33	1.33
<b>Total</b>	<b>213.70</b>	<b>261.08</b>
<b>Non-Massachusetts Residents</b>		
Tuition	337.46	337.46
Curriculum Support Fee	209.91	209.91
Athletics Fee	7.71	7.71
Student Fee	5.21	5.21
Campus Center Fee	6.25	6.25
Health Fee	1.33	1.33
<b>Total</b>	<b>567.87</b>	<b>567.87</b>
<b>Regional Student Program</b>		
Tuition	88.56	129.44
Curriculum Support Fee	172.04	182.10
Athletics Fee	7.71	7.71
Student Fee	5.21	5.21
Campus Center Fee	6.25	6.25
Health Fee	1.33	1.33
<b>Total</b>	<b>281.10</b>	<b>332.04</b>

### Annual Campus Housing Charges (2002-2003 charges shown)

Double room, 19 meal plan	6,526
Double room, 16 meal flex plan	6,441
Double room, 12 meal flex plan	6,144
Double room, 7 meal flex plan	6,028
Single room, additional	190
Cedar Dell Apartment, Single room	4,300
Telephone charge (mandatory)	244
Housing reservation deposit	200
New Dorms	4,181
"A" Room (Triple Premium)	3,741

Refund of charges for on-campus meals and housing is governed by the terms of the housing contract.

### One-Time and Individual Fees and Charges, 2002-2003 Rates

Application Fee	
Massachusetts residents	35
Non-Massachusetts residents	55
Admissions Deposit (applied toward tuition upon matriculation)	150
Transcript fee (one-time payment, all degree students)	50
New ID card/Replacement ID Card	25/15
Readmission Fee	25
Withdrawn on Exchange Fee	25 /semester
Withdrawn on Exchange Fee (Co-op Students)	100 /semester
Program Continuation Fee	90 /semester
Mass-PIRG Fee (waiveable)	7 /semester
Health Insurance Plan	885 /year
	556 /spring, summer
Engineering Equipment Fee	240 /semester
Nursing Instructional Fee	200 /semester
Business Administration Fee	70 /semester
College of Arts and Science—Level 1 Program Fee	70 /semester
College of Arts and Science—Level 2 Program Fee (Sciences)	100 /semester
CVPA Specialized Course Support Fee	190 /semester
Applied Music Course Fee	
Individual	400 /semester
Group	100 /semester
Orientation Fee	
New freshmen	200
New transfers	125
New international students (all levels including graduate)	200
Graduation Fee	
For commencement costs	100
Alumni Association one-year membership (refundable)	20

### Refund Schedule

A student who registers and commences studies but then withdraws officially from UMass Dartmouth for any reason during an academic semester will be granted a refund according to the refund schedule given on the following page. A student who remits, in advance, a payment of tuition and fees but then does not subsequently register and attend will be given full refund of tuition and fees. All refunds are based on official withdrawal notices as dated and processed by the Office of the University Registrar and then forwarded to the Bursar's Office.

Percentage and type of refund, upon Official Withdrawal from UMass Dartmouth

Prior to first day and through to end of publicized drop/add period each semester	100% tuition and all fees
During second week (next 5 class days)	90% tuition and curriculum support fee
During third week (next 5 class days)	70% tuition and curriculum support fee
During fourth week (next 5 class days)	50% tuition and curriculum support fee
After fourth week	No refund of charges

"Official Withdrawal" is defined in the chapter on Academic Regulations and Procedures, applying to the regular courses of the university. The Division of Continuing Education has a separate fee schedule, billing process, and refund schedule.

One-time fees, such as the application or orientation fees, are not refunded.

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## Financial Aid Services

Nearly all students are eligible for some type of financial assistance.

Financial Aid Services is located at 105 Foster Administration Building and welcomes inquiries from current and prospective students and their families. They conduct many financial aid presentations both on and off-campus each year to assist university applicants and the community.

If students experience unforeseen financial difficulties at any time or have questions concerning financial aid, they should contact the University Enrollment Center or Financial Aid Services, Foster Administration Building, x8632.

UMass Dartmouth awards financial aid based upon federal, state, and institutional guidelines, and determines eligibility by using the *Free Application for Federal Student Aid* (FAFSA). Financial assistance may be available in the form of need-based grants, scholarships, loans and work-study programs. Non need-based loans are also available to students and families who do not qualify for need-based aid.

The eligibility for a need-based financial aid award is based on each individual applicant's financial need, which is determined in the financial aid application process. Both the amount and the type of aid awarded are related to the financial needs and circumstances of the individual and the timeliness of the FAFSA form.

Financial Aid Services is committed to helping applicants and students with all phases of the aid application and award process. The office provides much guidance in helping applicants through the steps in the process; however, it is the responsibility of the student who desires aid to obtain the necessary forms and instructions from Financial Aid Services and to fill out all required forms accurately and to supply all necessary information and to meet all applicable deadlines.

### Application Process

Application for all need-based aid programs is made by completing the Free Application for Federal Student Aid (FAFSA). Certain non-need parent and student loans also require submission of the FAFSA.

Early application is strongly encouraged.

**The priority filing date is for FAFSA materials to be received at the Federal processor by March 1st** before the year

for which aid is sought, with UMass Dartmouth included in the list of schools. The UMass Dartmouth Title IV school code is **002210**. We recommend mailing your FAFSA by February 15th to ensure priority consideration.

Students must be admitted to a degree program before eligibility can be determined for financial aid. Graduate students and second-degree students are not eligible for federal or state grant programs. Students enrolling in study away or overseas study may receive limited funding, if the studies are integral to their degree program. Students enrolling for less than full-time may receive limited funding.

Students receiving need-based financial assistance are subject to **requirements for academic progress and performance** in the continuation of their studies. These standards are outlined in the Academic Regulations and Procedures section of this *Catalogue*, and full information about the process and its conditions is available in Financial Aid Services.

### Financial Aid Services Office

The Financial Aid Services Office offers a complete range of grants, loans, and student employment opportunities. The Financial Aid Services Office serves as a clearinghouse for Federal, state, and institutional sources of financial assistance. The Financial Aid Services Office also assists students in researching scholarship resources as well as alternative loans and payments plans.

### Scholarships

The university offers many private and foundation scholarships, which originate from a variety of sources. A listing of the scholarship opportunities is accessible from the UMass Dartmouth web home page. Included are both merit-based and need-based scholarships, which are often targeted for particular types of students.

In addition, other merit-based scholarships are offered competitively to entering freshman and transfer students on the basis of academic achievement and evidence of intellectual and personal creativity. Information about this program is available from the Office of Admissions.

## Student Employment

Students at the university can contribute toward their college expenses and gain valuable work experience through many varieties of student employment. Many students have work allotted through federal college work-study awarded as a part of financial aid. In addition, however, many others find campus jobs regardless of whether they have demonstrated a financial need or received an aid award. Furthermore, others seek part-time or summer work off campus, and the university assists them in learning of such opportunities.

Students seeking employment, both those awarded federal work-study and those seeking other forms of work, should visit the Career Resources Center to learn about work opportunities and receive job assignments.

Students who are awarded federal work-study through the financial aid process receive the necessary support to obtain their actual work-study assignment from Career Resources. A Federal work-study award is an indicator only of eligibility to apply for a work-study job, not a guarantee of employment. Information sessions held during the summer and into the fall semester give the information students need to make the most of their college work-study experience. Many kinds of on-campus work-study assignments are available, and off-campus work-study is also available through the Community Service Learning Program.

Non-work-study employment is also found at Career Resources. The Student Employment Directory lists positions with various campus organizations and departments, and the office staff assists students in matching their interests and qualifications to the available positions. The office also maintains a listing of off-campus part-time work and summer jobs, posting vacancies on bulletin boards in the office and, along with full-time opportunities, publishing announcements in the weekly JobTrakker Bulletin.

## Regulations Governing Residency for Tuition Purposes

These rules and regulations, approved by the University's Board of Trustees, are current as of publication. They apply to the classification of students at the University of Massachusetts as Massachusetts or non-Massachusetts students for tuition and fee purposes. They apply both to degree and non-degree students.

### Part I. Definitions

**1.1 "Academic period"** shall mean a term or semester in an academic year or a summer session, as prescribed by the Board of Trustees or under their authority.

**1.2 "Continuous attendance"** shall mean enrollment at the University for the normal academic year in each calendar year, or the appropriate portion or portions of such academic year as prescribed by the Board of Trustees or under their authority.

**1.3 "Emancipated person,"** for the purposes of residency classification for tuition, shall mean a person who has attained the age of 18 years and is financially independent of his or her parents, or if under 18 years of age (a) whose parents have entirely surrendered the right to the care, custody, and earnings of such person and who no longer are under any legal obligation to support or maintain such person; or (b) a person who is legally married, or (c) a person who has no parent. If none of the aforesaid definitions apply, said person shall be deemed an "unemancipated person."

#### 1.4 "Parent" shall mean

- a) the person's father and mother, jointly;
- b) if the person's father is deceased the person's mother; if the person's mother is deceased, the person's father;
- c) if a legal guardian has been appointed by a court having jurisdiction, the legal guardian;
- d) if neither the father nor mother is living and no legal guardian has been appointed, the person who then stands *in loco parentis* to the person;
- e) if the father and mother are divorced, separated or unmarried, the parent who has been awarded legal custody of the person; or if legal custody has not been awarded, the parent with whom the person lives. With respect to any adopted student, the word "adoptive" should be inserted before the words "father" and "mother" wherever used.

**1.5 "Reside," "residency," or "resident"** shall mean "domicile," i.e., a person's true, fixed and permanent home or place of habitation, where he or she intends to remain permanently.

### Part II. Classification

**2.1** For the purpose of assessing tuition and fees, each student shall be classified as a "Massachusetts resident" or a "non-Massachusetts resident." A person shall be classified as a Massachusetts resident if he or she (or the parent of an unemancipated student) shall have resided in the Commonwealth of Massachusetts for purposes other than attending an educational institution for twelve months immediately preceding the student's entry or reentry as a student.

Physical presence for this entire twelve-month period need not be required as long as the conduct of an individual, taken in total, manifests an intention to make Massachusetts his or her permanent dwelling place.

### Part III. Determination of Residency

#### 3.1 Proof of Residency

a) Each case will be decided on the basis of all facts submitted with qualitative rather than quantitative emphasis. A number of factors is required for residency to determine the intention of the person to maintain permanent residence in Massachusetts. No single index is decisive. The burden of proof rests on the student seeking classification as a Massachusetts resident.

b) The following shall be primary indicia of residency:

- 1) For an unemancipated person, the residency of parents, having custody, within Massachusetts;
- 2) Certified copies of federal and state income tax returns;
- 3) Permanent employment in a position not normally filled by a student;
- 4) Reliance on Massachusetts sources for financial support;
- 5) Former residency in Massachusetts and maintenance of significant connections there while absent.

c) The following shall be secondary indicia of residence, to be considered of less weight than the indicia listed above in subsection b):

- 1) Continuous physical presence in Massachusetts during periods when not an enrolled student;
- 2) Military home of record;
- 3) All other material of whatever kind or source which may have a bearing on determining residency.

**3.2 Proof of Emancipation.** A student asserting that he or she is an emancipated person shall furnish evidence to support such assertion. Such evidence may include:

- a) Birth certificate or any other legal document that shows place and date of birth;
- b) Legal guardianship papers — court appointment and termination must be submitted;
- c) Statements of the person, his or her parent(s), guardian(s), or others certifying no financial support;
- d) Certified copies of federal and state income tax returns filed by the person and his or her parent(s);
- e) Where none of the foregoing can be provided an affidavit of the emancipated person in explanation thereof and stating fully the grounds supporting the claim of emancipation.

#### 3.3 Presumptions, etc.

- a) Residency is not acquired by mere physical presence in Massachusetts while the person is enrolled in an institution of higher education. (See Section 2.1)
- b) A person having his or her residency elsewhere than in Massachusetts shall not be eligible for classification as a Massachusetts resident for tuition purposes except as herein provided.

- 1) Any person who is registered at the University as a Massachusetts resident shall be eligible for continued classification as a Massachusetts resident for tuition purposes (until attainment of the degree for which he or she is enrolled) during continuous attendance at the institution.
- 2) The spouse of any person who is classified or is eligible for classification as "Massachusetts resident" is likewise eligible for classification as a "Massachusetts resident." This provision will not

apply in the case of a spouse in the United States on a non-immigrant visa.

3) A person who is an immigrant/permanent resident of the United States (or has applied for such status) is eligible to be considered for Massachusetts residency for tuition purposes provided that he/she meets the same requirements for establishing residency in Massachusetts as are required of a United States citizen. Non-citizens who are in (or who have applied for) refugee/asylum status are likewise eligible to be considered for Massachusetts residency for tuition purposes provided that he/she meets the same requirements for establishing residency in Massachusetts as are required of a United States citizen. All non-citizens must provide appropriate documentation to verify their status with the United States Immigration and Naturalization Service.

4) Those students whose higher educational pursuits are funded by the Department of Welfare, the Massachusetts Rehabilitation Department, or any of the other Commonwealth of Massachusetts public assistance programs.

c) A person does not gain or lose in-state status solely by reason of his or her presence in any state or country while a member of the Armed Forces of the United States.

d) For the purposes of this policy the following persons shall be presumed to be Massachusetts residents:

- 1) A member of the Armed Forces of the United States who is stationed in Massachusetts on active duty pursuant to military orders, his or her spouse and dependent students.
- 2) Full-time faculty, professional staff, and classified staff employees of the university of Massachusetts system and their spouses and dependent students.

### Part IV. Appeals

**4.1** Any student or applicant who is unwilling to accept the initial ruling relative to his or her residency classification, or who wishes to seek reclassification, may file a "Residency Reclassification Form."

**4.2** Any student or applicant who is unwilling to accept the ruling relative to his or her residency reclassification may submit an appeal through the appeal process established by the campus at which that student or applicant seeks reclassification. The decision on appeal is final and may not be appealed further.

**4.3** In any case where the Admissions Office is unable to make an initial determination based on the evidence submitted, the applicant may be required to submit a "Residency Reclassification Form" to the admission office for their review before being finally classified as a resident or a nonresident.

### Part V. Penalties

Misrepresentation in or omission from any evidence submitted with respect to any fact, which if correctly or completely stated would be grounds to deny classification as a Massachusetts resident, shall be cause for exclusion or expulsion from or other disciplinary action by the University.