



Northern Marianas College Procedure

Procedure No.: 4020.6 Procedure Title: Minimum Academic Residency Requirement
 Issuing Date: 1.21.2014 Adoption Date: _____ Effective Date: 4/21/14
 Office of Origin: Office of the Dean of Student Services
 Procedure Approval Authority: Office of the President
 Board Policy No. associate with this procedure: None
 This Procedure Supersedes/Replaces: Procedures published in the 2013-2014 NMC General Catalog.

[Handwritten signature and date 4/21/14]

The written steps necessary to appropriately and uniformly perform a task in carrying out policies and activities of the College.

Areas of Responsibility

Upon submission of a petition to graduate form, the Registrar will perform an audit of a student's academic record to determine completion of all requirements for completion of an NMC degree or certificate. The Registrar will inform both the student and their academic advisor of specific deficiencies toward meeting the minimum academic residency requirement in writing within 15 days of the close of the registration period during the term in which the student petitions to graduate.

Procedure details

Academic residency requirement refers to the minimum number of NMC credits a student must earn to graduate with an NMC degree or certificate.

All students must complete at least twenty-five percent of their degree and/or certificate requirements from NMC in order to meet this requirement.

Academic residency can be completed at any time while a student is enrolled.

References

History:

Upon completing an audit to determine NMC's eligibility for membership in the Service Member Opportunity College (SOC) Consortium, a senior consultant at SOC determined that the College at the time was not in compliance with SOC Membership Criterion 2 which states: "A SOC Consortium institution limits academic residency requirements for active duty servicemembers to no more than 25 percent of the undergraduate degree program; recognizes all credit course work offered by the institution as applicable in satisfying academic residency requirements; and allows

servicemembers to satisfy academic residency requirements with courses taken from the institution at any time during their program of study, specially avoiding any 'final year' or 'final semester' residency requirement, subject to stated requirements in specific courses such as majors."

At its meeting on December 6, 2013, the NMC Academic Council voted in favor of a recommendation to replace the minimum residency requirement as stated in the College catalog with language that does not limit the requirement of residency to the "final semester", but one that allows students to fulfill a residency requirement at any point during enrollment.

At its meeting on March 7, 2014, the NMC College Council voted in favor of a recommendation to adopt 4020.6 Minimum Academic Residency Requirement as presented to College Council on January 22, 2014.

Minimum residency requirements established at peer colleges:

Chipola College in Marianna, Florida:

"Twenty-five percent of the total semester hours toward graduation must be earned in academic programs in residence at Chipola College" (Chipola College Catalog p. 39)

Great Basin College in Elko, Nevada:

"To graduate with a baccalaureate degree, you must adhere to the following requirements: You must earn at least 32 credits at GBC... You cannot count challenge exam credit, non-traditional credit, or developmental courses (courses numbered below 100) as a part of the residency requirement." (Great Basin College Catalog, p.119 June 2013)

"To graduate from GBC with an associate's degree or certificate of achievement, you must adhere to the following requirements: You must complete at least 15 semester credits at GBC... You cannot count challenge exam credit, non-traditional credit, or developmental courses (courses numbered below 100) as a part of the residency requirement." (Great Basin College Catalog, p.56. June 2013)

Northern New Mexico College in Espanalo, New Mexico:

"Residency for Graduation: for a certificate or associate degree program, you must have earned at Northern at least the last 15 credit hours towards an associate degree or certificate; for a baccalaureate degree, the minimum is the last 30 credit hours. Any exception to this must be cleared by the Registrar before your last term at Northern starts." (Northern New Mexico College, Fall 2012-Summer 2014 Catalog Amended, pg. 34)

Edison State Community College in Piqua, Ohio:

“Since 20 of the last 30 credit hours in a degree program must be completed at **Edison Community College** for a student to receive an Edison degree, the effective limit on transfer credit is 40–53 hours, depending upon the program in which the student is enrolled.” (ESCC Policies on Transfer - <http://catalog.edisonohio.edu/content.php?catoid=15&navoid=955>)

Kent State University Salem Campus in Salem, Oregon:

“Residence is defined as academic credit earned at Kent State University. In this context, residence does not refer to whether a student lives on campus; it refers to the hours required to earn a degree or certificate from Kent State University.

Undergraduate Students

For bachelor’s degree programs, students must complete a minimum of 30 passed hours in residence, of which 9 passed hours must be at the upper-division (30000, 40000) level in the major. For associate degree programs, students must complete a minimum of 15 passed hours in residence. For certificate programs, students must complete a minimum 50 percent of the certificate’s total required passed hours in residence. Some certificate programs may require more. Passed hours comprise graded coursework, including those receiving an S (satisfactory) or Y (pass) grade. Information on specific degree or certificate requirements may be obtained in the college section of this Catalog. Kent State study-abroad and study-away programs that count toward a student’s Kent State University hours may be taken as part of the residence requirement.

Credit earned by means of transfer courses does not count toward residence. Transient study will not count toward the hours of residence, but it will not invalidate residence requirements in progress. Students eligible to take transient coursework are discouraged from taking these credits during their last semester because of the time necessary to receive and process transcripts, which may delay clearing the student for graduation. Under unusual circumstances, students may request a minor modification of this requirement by contacting their college prior to registration elsewhere.” (Residence Requirement, Kent State University 2013 Catalog)