

# ADMISSIONS

Central Oregon Community College is an open-door, equal-access institution. Enrollment Services is located in the Boyle Education Center. Services include admission, registration, student payment, financial aid, veteran benefits, transcript evaluation, degree/certificate evaluation, student records, grades, and transcript requests. Most services are also available on the Redmond, Madras, and Prineville campuses. A non-refundable application fee will be required when submitting an application. Applications will not be processed without the fee or a waiver.

## Admission Criteria

### New Students

To qualify for admission, students must be at least 18 years of age or possess a high school diploma or GED. Applications are available online on our [Apply Now page](#) or at any campus.

### Students Returning After an Absence

Students who have attended Central Oregon Community College but have been absent for four quarters or more must submit a new application.

### Transfer Students

First-time Central Oregon Community College students transferring from another college or university must submit an application for admission. All official transcripts from previous institutions must be submitted before advising and/or registration.

### Students Not Seeking a Certificate or Degree

Some students take credit courses at the College but do not plan to earn a certificate or degree. These students apply through the usual application process and may need to take the [placement assessment](#) before registration. Non-degree seeking students are not required to participate in advising.

## Application Dates

The College accepts applications continuously. For term specific application deadlines, check the [academic calendar - important dates by term](#). The College reserves the right to close admission before the application deadline. Students are strongly encouraged to apply early.

## Residency Policy

Determination of residency for purposes of tuition will be made according to the following definitions. Nursing program applicants must satisfy in-district residency requirements as outlined in the program application packet.

### In-District Residency

An individual is classified as an in-district resident if, for one full year before beginning taking credit classes, the individual has either:

1. Owned property (or, if under the age of 24, whose parent/guardian has owned property); or
2. Maintained a permanent and continuous residence in the district.

The Central Oregon Community College District consists of all of Deschutes, Crook, and Jefferson counties, the northern portion of

Klamath county, and the Warm Springs Indian Reservation in Jefferson and Wasco counties.

### Out-of-District (In-State) Residency

An individual will be classified as an out-of-district resident if, for one full year before beginning taking credit classes, the individual has either:

1. Owned property (or if under the age of 24, whose parent/guardian owns property); or
2. Maintained a permanent and continuous residence in the state of Oregon (but outside the District).

The student will remain an out-of-district student for two calendar years after the term the student began courses; at the end of the two calendar years, the student will convert to in-district residency.

### Out-of-State Residency

An individual who has not maintained a permanent and continuous residence in the state of Oregon during the year before the beginning of the first term of enrollment will be classified as an out-of-state resident. The student will remain an out-of-state student for two calendar years after the term in which the student began courses; after two calendar years, the student will convert to in-district residency. See exemptions below.

### Exemption to Out-of-State Residency

Per Oregon Administrative Rules, residents of California, Idaho, Nevada, and Washington will be charged in-state (out-of-district) tuition.

### Verification

Residency of each applicant for credit courses is determined by information provided when applying. When there appears to be an inconsistency, the College may require documentation to verify residency.

### Transferring to Another Oregon Institution

In-state residency classifications may be different at Oregon community colleges than at Oregon public universities and can affect tuition rates. Students are encouraged to check residency classifications before beginning their education in Oregon.

### Military Personnel

Military veterans who have been discharged from service under honorable conditions (and/or their qualifying dependents) will be assessed tuition as follows:

- Students who were in-district residents before military service will be charged the in-district tuition rate.
- Students who were in-state/out-of-district/border state residents before military service will be charged the non-resident veteran tuition rate.
- Students who were not Oregon residents before military service will be charged the non-resident veteran tuition rate. The non-resident veteran tuition rate is calculated as the in-district tuition rate plus 50 percent of the difference between the in-district rate and out-of-district/border state rate.

In order to receive the non-resident veteran tuition rate, a student must submit a certificate of eligibility or DD214 to the the College's veteran certifying official. Per the College's standard residency policy, a non-

resident veteran student will be classified as an in-district resident after two years of enrollment.

## Freely Associated States

Citizens of the following three Freely Associated States will be assessed in-state, out-of-district tuition:

- the Federated States of Micronesia (FSM)
- the Republic of the Marshall Islands (RMI)
- the Republic of Palau

In order to receive the in-state, out-of-district tuition rate, please submit proof of citizenship to the Admissions and Records Office.

## Native American Students

Students who are enrolled members of federally recognized tribes of Oregon or of a Native American tribe that had traditional and customary tribal boundaries that included part of Oregon or which had ceded or reserved lands within the state of Oregon shall be charged in-state/out-of-district tuition regardless of their state of residence. Residents of the Confederated Tribes of Warm Springs are automatically charged in-district tuition. For a listing of eligible tribes, refer to the College's [residency policy webpage](#). Note that out-of-state students must provide a copy of tribal enrollment documents before receiving in-state/out-of-district tuition.

## Residency Appeals

Students may appeal their residency status by completing a residency petition, which is available in on the [petitions webpage](#). Residency petitions and supporting documentation must be submitted within 30 days of receipt of letter of admission or the Friday before the start of the term, whichever is sooner. Petitions received after the deadline will be considered for the following term. Any change in residency status will not be retroactive.

## High School Students

Students who are still attending high school, but wish to take credit courses at Central Oregon Community College, have the following options:

### Concurrent Enrollment

High school students 15 years and older are eligible to register in up to 19 credits. High school students who register at Central Oregon Community College are fully responsible for complying with all the College's policies and procedures as outlined in the [high school student information sheet](#) sent to each high school student upon admission. It is important to note that parents cannot access student records (grades, class schedule, attendance, etc.) without the student's written permission. Although college staff can provide academic advising, they cannot interpret high school requirements or act in a supervisory role. The student is responsible for all tuition, fees, books, and related expenses.

### College Now

College Now offers high school students the opportunity to earn college credit while attending high school. Courses are taught at the high school by COCC approved high school instructors. These courses range from those in career and technical education fields to general education/transfer disciplines. The fee is \$25 per college credit. Students should check with all potential transfer institutions about their policies for transferring college credits earned in high school. For more information

on College Now including a listing of courses offered by each high school, please visit the [College Now webpage](#).

## Expanded Options

High school students may have the opportunity to take credit courses with no charge to them for tuition and fees. Supplies and books may also be covered. Interested students should check with their high school counselor for more information on eligibility requirements and required paperwork.

## Students Under Age 15

Students under the age of 15 must meet with the director of admissions/registrar or designee to assess readiness for college-level work before applying for admission. Students must meet minimum placement assessment scores, provide a statement of support from their school counselor, and obtain permission from each instructor every term. If admission is approved, the student must submit a special admission form when registering. See the [concurrent enrollment page](#) for more information.

Students under age 15 who register are fully responsible for complying with all college policies and procedures. Parents cannot access student records (grades, class schedule, attendance, etc.) without the student's written permission. Although college staff can provide academic advising, they cannot interpret high school requirements or act in a supervisory role.