

**Administrative Procedure 4115 State Authorization**

Page 1 of 1

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**AP 4115 State Authorization, Distance Education**

**References: Code of Federal Regulations, Title 34: Education, § 668.43: Institutional Information, part (b); § 600.9: State Authorization, part (c)**

State Authorization: Effective July 1, 2014, San Joaquin Delta Community College District will no longer offer internet courses to students residing outside of California and online teaching opportunities to faculty members who live outside of the state. Under recent federal regulations the District will be required to obtain legal authorization from the home state of all students residing outside of California in order to offer internet courses to those individuals, and for all faculty members who reside out of the state to teach internet courses. As the primary mission of the District is to serve students within its service area the District will not be pursuing authorization to operate outside of the state of California.

- A. The above language shall be displayed on the District's websites, including any webpages specific to admissions, student records, registration, distance education, and accreditation.
- B. Students will be asked a series of questions on the online admissions application to determine residency. If a student does not report an address in California, they will be presented with the above State Authorization language and identified as "Out of State."

Out of State students will have a hold code placed on their record to prevent registration in internet courses.

- C. If a student's California residency is pending, it is up to the student to file a Residency Petition with the Office of Admissions, and Records to have his/her residency status changed to California and the hold code lifted.
- D. Effective July 1, 2014, faculty members residing out of state will not be assigned to teach internet courses.

**See BP 4115, State Authorization**