

# CAMERON UNIVERSITY

## Student Location Policy

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### Policy Statement

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In accordance with the U.S. Department of Education disclosure requirements, CU records the location of prospective and current students. CU uses a student's location to determine if licensure disclosures are needed in compliance with 34 C.F.R. § 668.43(c)(3)(ii).

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### Who Should Know This Policy

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President  
Vice Presidents  
Deans  
Department Chairs  
Faculty  
Advisors  
Registrar's Office Staff

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### Responsibilities

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#### Responsible for Policy

University Officer Responsible

Vice President for Academic Affairs

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### Definitions

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**Residence:** The state in which the student has legal residence.

**Location:** The state in which the student is located while engaged in CU educational activities.

**Professional Licensure Programs:** An academic program designed or advertised as meeting the educational requirements for initial professional licensure or certification requirements of a state licensing body.

**Time of Initial Enrollment:** The time of the student's initial enrollment into any CU program that leads to professional licensure. Please note that this is separate and distinct from the time of the student's initial application to the institution.

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## Procedure

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The University will use a student's Location for the purpose of determining any required licensure disclosures in compliance with federal law.

- I. In accordance with the U.S. Department of Education disclosure requirements, CU records the location of prospective and current students. CU uses a student's location to determine if licensure requirements are needed in compliance with 34 C.F.R. § 668.43(C)(3)(ii). CU records a student's location and uses it to determine any applicable licensure disclosures in the following instances:
  - i. At the time the student goes through the process of admission, or
  - ii. At the time of initial enrollment in an academic program designed or advertised as leading to licensure required for employment in an occupation, or
  - iii. When a student notifies the University of a change in their academic program or major.
- II. The Location of each student is determined by the information provided at the time of enrollment into the academic program. In most but not all cases, the Location of a student will correspond to the student's current address.
- III. Student Location designations will remain in effect unless and until a student officially notifies CU that their Location has changed. All students participating in educational activities outside of Oklahoma must notify the University of their change in Location.
- IV. Students who are enrolled in programs that lead to licensure in which all courses in the first semester of the program are completed entirely on the Lawton or Duncan campuses, or other in-state geographic locations, are deemed to have Oklahoma as their Location at the time of initial enrollment for the purposes of this policy.
- V. Students who are enrolled in programs that lead to licensure and in which any course in the first semester is completed online may not successfully enroll unless the program meets the requirements for licensure in the student's Location. Students who are located in states where the University's licensure program is determined to not meet the licensure requirements for the state may be able to enroll after completing an attestation, if appropriate. In those cases, the student must declare their intention to seek licensure in a state where the University determines its program meets the state's licensure requirements.
- VI. The University will provide students with any required disclosures specific to the licensure requirements for a particular academic program based on the Location provided by the student.

## Contacts

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Policy Questions: Office of Academic Affairs, (580) 581-2250

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## Forms

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In support of this policy, the following forms are included:

Attestation Form

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## Policy History

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**Policy**

Issue Date: June 27, 2024

Reviewed, no revision:

Revised: