CHAPTER 3

GENERAL FUNCTIONS

Section 1. Authority.

Wyoming Statute 21-18-202(a) and 21-18-202(h).

Section 2. Purpose.

This chapter defines the Commission’s general functions.

Section 3. Advocating Community College Education.

(a) The Commission shall be the primary voice for matters relating to community college education affecting two or more of the community colleges.

(b) The community colleges shall provide to the Commission:

   (i) all data referenced in Chapter 7 of Commission Rules,

   (ii) three copies of current community college catalogs,

   (iii) minutes of all college trustees meetings to be delivered in a timely manner, or posted to the college website in a timely manner.

   (iv) names of new trustees to be delivered in a timely manner,

   (v) other materials necessary to support advocating community college education activities.

(c) The Commission shall encourage community colleges and school districts to utilize the procedures provided by W.S. 21-20-101 through 21-20-111.

Section 4. Establishing Tuition Rates.

(a) The Commission shall establish tuition rates for the community colleges.

(b) The Commission shall establish a long-range tuition policy (four to six years) and renew or alter it as needed.

(c) The Commission may review tuition rates at any time and may address tuition rate changes on a short-term or emergency basis. At a minimum, tuition rates will be reviewed by each December.

(d) The tuition rates may include recognition of differential program delivery costs.
(e) In the event a commission-approved tuition rate results in an amount other than even dollars, the colleges will round down to the nearest whole dollar amount. This provision applies to in-state, out-of-state, and WUE enrollees.

Section 5. Establishing Residency Requirements.

(a) This residency policy shall be published in catalogs of the community colleges.

(i) A student previously classified as a nonresident may be reclassified any time prior to the end of the published refund period of any term in which he/she qualifies.

(ii) A properly registered student who is classified as a resident by one community college shall be classified a resident at all community colleges.

(b) Classification Procedures.

(i) Residence classification shall be initiated for each student at the time the application for admission is accepted and whenever a student has not been in attendance for more than one (1) semester.

(ii) Only individuals or their legal dependants who are U.S. citizens or have been issued a visa by the U.S. Department of State shall qualify for residency.

(iii) Community colleges may require applicants to supply information to document residency status.

(c) Residence. Residency is defined in W.S. 22-1-102(a)(xxx). Any of the following may be used by a student and shall result in an individual being classified or reclassified as a Wyoming resident for tuition purposes, notwithstanding (b) above:

(i) A graduate of a Wyoming high school or recipient of a high school equivalency in Wyoming who enrolls in a community college within twelve (12) months of either high school graduation or high school equivalency completion;

(ii) An individual who can provide written verification that he/she has lived in Wyoming continuously for one (1) year prior to enrolling;

(iii) A legal dependant under the age of 24 or a spouse of a resident of the State of Wyoming who qualifies as a resident based upon this policy;

(iv) A legal dependant under the age of 24 of a Wyoming community college graduate;

(v) A student who marries a Wyoming resident shall be granted resident classification at the beginning of the next term following the marriage;

(vi) An individual on active duty in Wyoming with the United States Armed Forces, Wyoming National Guard or Reserves, and his/her legal dependants;
(vii) An individual who can provide written verification from an employer that
he/she shall be employed in Wyoming for an anticipated period of not less than seven (7) months,
and such employment is the principal means of support;

(viii) Persons temporarily absent from the state due to military service, attendance
at educational institutions, or other types of documented temporary absences shall not have their
resident status voided by such absence.

(d) Exceptions. An individual who does not reside in Wyoming may be considered a
resident for tuition purposes if he/she meets all of the following criteria:

(i) His/her principal employment is located within Wyoming and the income from
his/her employment is the principal source of income for his/her family;

(ii) Pays Wyoming taxes as required by law;

(iii) He/she has been employed within Wyoming for at least a majority of the
twelve (12) consecutive months immediately preceding application for resident tuition; and

(iv) At the time of enrollment and in accordance with requirements of the enrolling
institution, the person, his/her spouse or any child of that person submits to the community college a
notarized affidavit attesting to these requirements.

Section 6. Maintaining Administrative Computing System Contracts and Common
Carrier Electronic System Access.

(a) The Commission shall be responsible for system wide contracts, including related
training and support, that allows for the necessary infrastructure to run an ACS at the community
colleges.

(b) Final decision authority in operating the ACS shall be made by the Commission upon
approval by the Executive Council with the guidance and recommendation of the Chief
Information Officers Council.

(c) The Commission shall be responsible for administering agreements or contracts to
provide the necessary internet connectivity to the community colleges for the ACS.

Section 7. Coordinating Development and Maintenance of the Community College
Commission Statewide Strategic Plan.

In accordance with W.S. 21-18-202(h), the Commission and the community colleges shall
follow the processes described in the WCCC Policy on Consultation with regard to communication
and consultative activities associated with developing and periodically updating the strategic plan.