



## Appeal or Dispute:

### Residency Reclassification Determination

If you (the student) would like to appeal or dispute your residency reclassification determination, you are required to submit the appeal with supporting documentation within *twenty-one days* of the residency determination notification.

Submit the following to [residency@rtc.edu](mailto:residency@rtc.edu):

- Personal Statement of Appeal
- Supporting documentation that shows WA domicile 12 months prior to the start of the intended quarter.
- Supporting documentation if you feel that there was an institutional error.

#### Once an appeal request is made:

The residence classification review committee (*consisting of three individuals selected by the Registrar*) will consider the student's statement of appeal, supporting documentation, and the student's residency file at the time of the residency redetermination.

Decisions of the residence classification review committee shall be rendered within *twenty days* of the request for the review. Decisions shall be in writing, and may be transmitted electronically (e.g., by email). *The residence classification review committee shall issue the institution's final decision.*