

College Costs

Tuition Schedule for 2006-2007

Effective Date: Fall Semester 2006

Fall 2007 College Costs

Semester Hours	Resident In-District	Resident Out-of-District*	Nonresident & International
1	\$32	\$46	\$200
2	\$64	\$92	\$260
3	\$96	\$138	\$390
4	\$128	\$184	\$520
5	\$160	\$230	\$650
6	\$192	\$276	\$780
7	\$224	\$322	\$910
8	\$256	\$368	\$1040
9	\$288	\$414	\$1170
10	\$320	\$460	\$1300
11	\$352	\$506	\$1430
12	\$384	\$552	\$1560
13	\$416	\$598	\$1690
14	\$448	\$644	\$1820
15	\$480	\$690	\$1950
16	\$512	\$736	\$2080
17	\$544	\$782	\$2210
18	\$576	\$828	\$2340

NOTE Students will be charged the nonresident tuition rate for any course, which contains the same content and level as previously enrolled in, if attempted by the student two or more times since Fall 2002.

Laboratory Fees

(per laboratory course)

Minimum	\$8
Maximum	\$24

General Fees

Per semester credit hour \$8
(Does not apply to online classes)

* All tuition and fees are subject to change as approved by the Board of Trustees.

Other Fees *

In addition to tuition, the following fees are required or applicable. Except for Individual Instruction, all fees are nonrefundable.

Return Check Fee.....	\$25
Graduation and Diploma replacement	\$25
Transcript and Records by mail (per copy).....	\$3
Transcript and Records, walk-in less than 24 hours service (per copy)	\$5
Course Challenge.....	\$50
GED Testing.....	\$60
ACT ASSET Test.....	\$20
FAA Knowledge Test.....	\$55-\$125
Instructional Materials (as required by contract, per credit hour)(non-refundable)	\$30-\$40
Nursing Insurance, Fees and Testing	\$10-\$99
Student I.D. or Meal Card Replacement (per card)	\$5
Schedule Change (per drop action).....	\$5
Late Registration.....	\$10
Late Payment (plus 18 percent annual interest on amounts remaining after final due date)	\$25
Installment Plan (nonrefundable).....	\$20
Installment Plan Late Payment (18 percent annual interest until tuition is paid in full, calculated from the date the second installment was due).....	\$25
Individualized Instruction	
Aviation Science.....	\$1,000 - \$4,500
Overflight Fees	\$25 - \$165
Music	\$25 - \$300
MUAP Level I and II.....	\$160
MUAP Level III and IV.....	\$275
Criminal Justice.....	\$50 - \$350
Hospitality Management	\$25 - \$200
Physical Education	\$25 - \$200
All Industrial Technology Programs.....	\$25 - \$160
Health Related Careers	\$25 - \$250

Tuition and Fees - Continuing Education

Tuition Noncredit courses (per contact hour) \$0.50

Fees Vary depending on length of course, instructor costs, supplies required, number of students, and/or other factors.

Tuition and fees for off-campus locations are determined by contracts and agreements.

* All tuition and fees are subject to change as approved by the Board of Trustees.

Tuition and Fee Exemptions and Waivers

The following tuition and fee exemptions and waivers are available to eligible CTCD students.

The following nonresidents are eligible to receive waivers to allow nonresidents to pay resident tuition rates; certain conditions apply:

- U.S. military personnel assigned to duty in Texas, to include their spouse and dependent children.
- Spouse and dependents of nonresident members of the U.S. military who died while in service, who move to Texas within 60 days of the date of death.
- Students whose families transferred to Texas as part of the state’s Economic Development and Diversification Program.
- Teachers or Professors employed at least half time on a regular monthly salary basis by public higher education institutions, to include their spouse and children.
- Research and Teaching Assistants employed at least half time in a position related to their degree program by public higher education institutions, to include their spouses and children.
- U.S. citizens, U.S. permanent residents and foreign students receiving competitive scholarships of at least \$1000, not to exceed 12 months.
- Homeless individuals who do not have a permanent residence in Texas and have resided in Texas 12 months immediately preceding enrollment.
- Beneficiaries of the Texas Tomorrow Fund, for tuition and fees covered by the prepaid contract.
- Foreign individuals stationed in Texas as part of NATO, their spouses and children.

The above waivers are subject to change by the State of Texas. Additional waivers may be available.

Tuition Exemptions

Valedictorians of each accredited Texas High School
 Senior citizens (65 or older)
 Early High School Graduates
 Texas National Guard

Covered Charges

Tuition only (two semesters)
 Tuition only, six hours per term
 Tuition varies
 Tuition only, subject to limitations

Tuition and Fee Exemptions

U.S. military veterans who were Texans when they entered the service (The Hazlewood Act)
 Dependents of Texas veterans who were killed in action or died while in service
 Children of deceased or disabled firefighters and police officers
 Peace officers disabled in the line of duty
 Blind or deaf students
 Persons employed as firefighters (fire science courses only)
 Children of POWs/MIAs
 Students in Foster Care
 Students on AFDC during senior year of high school
 Certified Educational Aides

Covered Charges

Tuition and fees (subject to limitations)
 Tuition and fees (subject to limitations)
 Tuition and fees (subject to limitations)
 Tuition and required fees
 Tuition and fees
 Tuition and lab fees
 Tuition and fees
 Tuition and fees
 Tuition and fees - one year
 Tuition and mandatory fees, except class or lab
 Tuition and fees, room & board, books (up to 200 hours or award of bachelor’s degree)

Children/Spouse of certain Public Servants killed in the line of duty on or after 9/1/2001

- Students enrolled in continuing education courses which receive no formula funding are not eligible for any of the listed exemption and waiver programs, unless eligible under the Hazlewood Act.
- Aircraft flight training students are required to pay costs charged to cover flight time.

NOTE Students are responsible for any additional amounts due CTC resulting from post-enrollment audits and corrections, including all fees and waivers; e.g., registration assessing errors, dropping or adding classes, invalid employment, or third-party waivers. CTC will accept tuition assistance (sponsor) agreements in lieu of payments at the time of registration, but students will be responsible for all amounts owed if sponsoring agency does not remit payment in full.

Rent, Room and Board and Deposits*

- Room and board must be paid in full upon moving into the Residence Hall.
- Room reservation deposits are nonrefundable.
- Week of Spring Break is not included in cost of room and board.
- Daily occupancy rate without board is only available when the Cafeteria is closed.

International Student Tuition Deposit with application for admission	\$500
Residence Hall Property Deposit	\$100
College Housing Deposit	\$200

Campus Apartments (There is an additional fee for electricity, billed monthly.)

One-Bedroom Apartment, monthly rental	\$430
Two-Bedroom Apartment, monthly rental	\$495

Student Residence Hall Room and Board Plan, per semester

Rent and Five-Day Meal Plan, including tax 15 meals, Monday through Friday Fall and Spring Semesters, 16 weeks, Double Occupancy	\$1,570
Summer Semester, 11 weeks, Double Occupancy	\$1,110

Daily Occupancy Rate with board (three day maximum)	\$22
Daily Occupancy Rate without board (three day maximum)	\$14
Early Occupancy without board (per day)	\$27

When the Board Plan is not in effect (holidays, spring break, etc.), the following rates per student apply:

- Minimum of 10 students (per day) \$14
- Minimum of 20 students (per day) \$12
- Minimum of 30 students (per day) \$9.75

Skills Center Students Only, Room and Board Plan, per month

Five-Day Meal Plan, including tax (15 meals per week, Monday through Friday)	\$465
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* Rent, room and board charges are subject to change as approved by the Board of Trustees.

Installment Payment Plan

CTC now accepts installment payments for fall and spring classes that are 16 weeks in length.

- One half of tuition and fees must be paid before the start of the semester. A promissory note must be executed for the balance, with equal payments due before the start of the sixth class week and the eleventh class week.
- All financial aid will be applied to the amount due before the multiple payment plan is offered.
- A nonrefundable fee of \$20 will be assessed each semester for use of the plan.
- A late fee of \$25 will be assessed on any payment not made before the due date.
- Finance charges of 18 percent annually will be assessed on any account balance remaining after the final payment due date.
- A student who fails to make full payment of tuition and fees including any incidental fees by the due date may be prohibited from registering for classes until full payment is made. A student who fails to make payment before the end of the semester will be denied credit for the work done that semester until full payment is made.
- In the event of default on the installment plan, CTC has the right to employ a collection agency and/or any other legal means to collect this debt. All applicable collection costs, attorney fees, interest and/or penalties will be paid by the student.
- The installment plan is not available to a student who registers during late registration.

Refunds

Rent, Room and Board and Deposits

Rent	Refunded on a pro rata basis after deductions for repairs, cleaning, etc.
Room and Board	Nonrefundable.
Deposits	Refunded after deduction for repairs, cleaning, etc.

Refunds of Tuition and Fees

No tuition refunds will be made except in the case of cancellation or official withdrawal from Central Texas College or from a course. Refunds for tuition will be computed from the date the Application for Withdrawal or Refund is filed with the Records Office (not from the date of last attendance) or processed through the GoArmyEd portal for Army TA students. Special conditions apply to financial aid and VA students.

- Students who officially withdraw from the Institution shall have their tuition and mandatory fees refunded according to the following schedule:
 - A 100 percent refund is to be made for courses dropped before the first class day.
 - During the fall or spring semester or comparable trimester:
 - During the first fifteen class days, 70 percent.
 - During the sixteenth through twentieth class days, 25 percent.
 - After the twentieth class day, none.
 - Six-week summer semester:
 - During the first five class days, 70 percent.
 - During the sixth and seventh class days, 25 percent.
 - After the seventh class day, none.
- For flex-entry and non-semester-length courses with a census date other than the 12th class day (4th class day for a six-week summer semester):
 - Before the first class day, 100 percent.
 - After classes begin, see table below.

Length of Class Term in Weeks	Last Day for 70 Percent Refund	Last Day for 25 Percent Refund
2 or less	2	N/A
3	3	4
4	4	5
5	5	6
6	5	7
7	7	9
8	8	10
9	9	11
10	9	12
11	10	14
12	12	15
13	13	16
14	13	17
15	14	19
16 or longer	15	20

- Class day count begins with the first day of instruction (the first calendar day of the term) and includes all weekdays, Monday through Friday, which are not designated official Central Texas College holidays.
- Prior to the census date, Central Texas College will allow hours to be dropped and re-added without penalty to the student if the exchange is an equal one and the exchange occurs simultaneously as a single transaction. When the charges for dropped hours are greater than for the hours added, the refund policy outlined above is to be applied to the net charges being dropped. If the charges for hours being added exceed the charges for hours being dropped, the student must pay the net additional charges.

Charges of hours that are dropped without concurrently added hours will be refunded in accordance with the refund policy above. Charges for hours added at a later time will be applied based on the current approved tuition and fee schedule and will not offset the charges for prior drops.

- Tuition and fees paid directly to the Institution by the Veterans Administration, Title IV (Financial Aid Programs), a sponsor, donor, or scholarship shall be refunded to the source rather than directly to the student.
- Emergency withdrawal will be considered to be filed as of the date of the emergency. Students must submit written proof of emergency such as military emergency leave orders or medical certification of family emergency. Refunds under emergency conditions will follow the tuition refund schedule listed above.
- Special consideration is available under the following conditions:
 - Any student suffering a catastrophic illness or accident or death in the immediate family.
 - Active duty military students who receive PCS or deployment orders after the start of classes which require the service member to depart before the class is completed.
A student must present a copy of deployment orders, medical certification, death certificate, or published obituary along with the refund request to be eligible for special consideration. Refunds under these conditions will follow the tuition refund schedule listed below.
 - If withdrawing before the 20th class day for semester-length courses (before the last day for 25 percent refund for non-semester-length courses), 100 percent refund.
 - If withdrawing between the 21st day for semester-length courses (or the day after the 25 percent refund period for non-semester-length courses) and the midpoint of the course, 50 percent refund.
 - After the midpoint of the course, no refund will be given.

Please note that NTC rotations and field exercises are NOT considered deployments under this policy.

Noncredit Courses

CTC will not refund tuition except in the case of course cancellation or official withdrawal from a course. The refund policy for noncredit courses offered by Central Texas College will be as follows:

- CTC will process all refunds on the basis of the date withdrawal form is filed with the Records Office.
- For courses that meet for more than one class session, refunds of 100 percent of tuition and fees will be processed for students withdrawing prior to the second class meeting.
- For courses that meet for only one class session, refunds of 100 percent will be made only if the application for refund withdrawal is filed with the Records Office before the beginning of the class.
- Emergency withdrawal will be considered to be filed as of the date of emergency. Students must submit written proof of emergency, such as military emergency leave orders or medical certification of family emergency. Refunds under emergency conditions will follow the schedule above.

Determining Residence Status

The Central Texas College Admissions Office is responsible for determining residency status of students for tuition purposes. The office is directed by state statutes and the Texas Higher Education Coordinating Board Rules and Regulations: Determining Residence Status. All rules and regulations are subject to change. Under state statutes and regulations a prospective student is classified as a resident, nonresident, or foreign student. Although state requirements for establishing residency are complex and prospective students should refer to their particular circumstance, most individuals must meet the following residency requirements before they can be considered residents for tuition purposes.

- Established a domicile in Texas not later than one year before the census date of the intended term of enrollment and maintained the domicile continuously for the year preceding the census date. This requirement applies to the student if he or she is independent or for the parent if the student is a dependent.
- Graduated from a public or private high school in Texas or received the equivalent of a high school diploma in this state; and maintained a residence continuously in Texas (a) for three years preceding the date of graduation or receipt of diploma equivalent, and (b) the year preceding the census date of the intended term of enrollment.

The domicile of a dependent's parent is presumed to be the domicile of the dependent unless the person establishes eligibility for residency under Item 2 above.

Resident

A resident is an individual who is a U.S. citizen, a permanent resident of the United States, or eligible nonimmigrant whose visa allows him or her to domicile in the United States, or other non-U.S. citizens who meet the residency requirements outlined in the Rules and Regulations for Determining Residence Status and have otherwise met the state requirements for establishing residency for tuition purposes.

Nonresident Tuition

A person who does not qualify as a Texas resident based on the state's rules and regulations for establishing residency pays nonresident tuition unless such person qualifies for a waiver under Section 21.735 of Subchapter 10: Determination of Resident Status and Waiver Programs for Certain Nonresident Persons.

Foreign Students

A foreign student is an individual from a country other than the United States who does not meet the residency requirements outlined in the Rules and Regulations for Determining Residence Status.

Residency Documentation

New students or returning students who have not attended CTC for at least 12 months are required to complete the Core Residency Questions (CRQ). A person who was enrolled during the prior fall or spring semester in a Texas public institution for any part of the 2006 state fiscal year and who was classified as a resident of the state is considered a Texas resident as of the start of the fall semester, 2006; and is not required to complete the CRQ. However, a person who has not attended a Texas public institution for two or more consecutive regular semesters prior to enrollment at CTC will be required to complete the CRQ. The CRQ is available on the CTC website.

Substantiating Documents

An institution may require a person to provide one or more documents as listed below to support the answers to the Core Residency Questions. These documents do not show the establishment of a domicile. They only support a person's claim to have resided in the state for at least 12 months.

1. Utility bills for the 12 months preceding the census date.
2. A Texas high school transcript for the full senior year preceding the census date.
3. A transcript from a Texas institution showing presence in the state for the 12 months preceding the census date.
4. A Texas driver's license or Texas ID card with an expiration date of not more than four years.
5. Cancelled checks that reflect a Texas residence for the 12 months preceding the census date.
6. A current credit report that documents the length and place of residence of the person or the dependent's parent.
7. Texas voter registration card that has not expired.
8. Pay stubs for the 12 months preceding the census date.
9. Bank statements reflecting a Texas address for the 12 months preceding the census date.
10. Ownership of real property with copies of utility bills for the 12 months preceding the census date.
11. Registration or verification from licensor, showing Texas address for licensee.
12. Written statements from the office of one or more social service agencies, attesting to the provision of services for at least 12 months preceding the census date.
13. Lease or rental of real property, other than campus housing, in the name of the person or the dependent's parent for the 12 months preceding the census date.

Documenting a Domicile

Material to the determination of the establishment of a domicile in Texas are business or personal facts including, but not limited to:

1. The length of residence and employment prior to enrolling in college;
2. The nature of employment while a student;
3. Physical presence in Texas as a part of a household transferred to the state by an employer (other than the U.S. Armed Forces or Public Health Service) or as a part of a household moved to the state to accept employment; and
4. Purchase of a homestead.

General Rules and Regulations

Minors and Dependents

For a dependent or minor to acquire Texas Residency through a parent or court-appointed legal guardian, the parent or legal guardian must meet residency requirements for individuals 18 years of age or older and the dependent or minor must be eligible to domicile in the United States. Residency of an eligible dependent or minor is based on one of the following circumstances:

1. The residence of the parent who has claimed the dependent for federal income tax purposes both at the time of enrollment and for the tax year preceding enrollment; or
2. The residence of the parent or court-appointed legal guardian with whom the dependent or minor has physically resided for 12 months prior to enrollment; or

3. The residence of the parent or legal guardian who has joint or single custody of the child, if that individual is not delinquent on payment of child support; or
4. The residence of the person to whom custody was granted by court order provided custody was granted at least 12 months prior to the student's enrollment and was not granted for the purpose of obtaining status as a resident student; or
5. If a student was classified as a resident prior to fall semester 2001 based upon the residency of a caretaker or relative, not a court-appointed legal guardian, he or she shall not be reclassified as a nonresident under Coordinating Board Rules, Chapter 21, Subchapter B, Section 21.23(a).

Refer to the section "Exceptions" in this catalog for information on exceptions.

Independent Individuals 18 Years or Older

An individual who is 18 years of age or older who is gainfully employed in the state for a period of 12 months prior to enrollment is entitled to classification as a resident. Students registering at CTC prior to having physically resided in the state for the 12 months prior to enrollment shall be classified as nonresidents for tuition purposes during that term. Accumulations of summer and other vacation periods do not satisfy the employment requirement. Employment while enrolled in college during a 12-month period can be a basis of reclassification as a resident at the end of that period if other evidence indicates the student has established a domicile in Texas. Refer to the section "Exceptions" in this catalog for additional information.

Residency During Transition from Dependent to Independent Student

Parents or Legal Guardians and the Student Remain in Texas

If the resident parents or court-appointed legal guardians of a dependent student eligible to domicile in the United States cease claiming the minor as a dependent for federal income tax purposes, but remain in Texas and the minor remains in Texas, the minor is a resident.

Parents or Legal Guardians Move Out of State and Continue to Claim the Student as a Dependent

If the resident parents or court-appointed legal guardians of a dependent student move out of state and continue to claim the student as a dependent, the student becomes a resident of the state in which the parents or legal guardians reside. Even if he or she remains in Texas, the student will not be eligible to establish residency in Texas on his or her own until (a) the student is 18 years of age or older, (b) at least 12 months have passed since the parents last claimed the student as a dependent for federal income tax purposes and (c) the student has established a domicile in the state of Texas. Refer to "Exceptions" in this catalog for other information.

Minor is an Abandoned or Emancipated Child

If the resident parents or court-appointed legal guardians of a minor move out of the state and the minor remains in Texas, the minor may be classified as a resident only if he or she meets the qualifications for being an abandoned child or emancipated child.

Military Personnel

Members of the U.S. Armed Forces and commissioned Public Health Service Officers are presumed to maintain the same domicile that was in effect at the time of entering the service during their entire period of active service. They are presumed not to establish a domicile in other states in which they are assigned duty because their presence is not voluntary but under U.S. military or Public Health Service orders. Refer to "Waivers for Members of the U.S. Armed Forces, Army National Guard, Air National Guard and Commissioned Officers of the Public Health Service, their Spouse and Dependents" for exceptions provided in Chapter 21, Subchapter B, Section 21.26(b)(11).

Married Students

Marriage of a Texas resident to a nonresident does not jeopardize the Texas resident's claim to residency. A nonresident who marries a resident of Texas must establish his or her own residency by meeting the standard requirements of an independent individual 18 years of age or older.

Non U.S. Citizens

An individual who is not a citizen of the United States has the same privilege of qualifying for Texas resident status for tuition purposes as does a citizen of the United States if the individual:

- is living in the U.S. under a visa permitting permanent residence, or
- is permitted by Congress to adopt the U.S. as his or her domicile, or
- has applied to or has a petition pending with the U.S. Citizenship and Immigration Services to attain lawful status under federal immigration law, or
- has met the Texas Higher Education Coordinating Board requirements for being treated as a permanent resident.

A foreign individual who enters a Texas public college or university in fall 2001 or later is a resident of Texas if he or she meets all of the following:

- attended a public or private high school while residing at least a part of that time with a parent or legal guardian;
- graduated from the high school or received the equivalent of a high school diploma in Texas;
- resided in Texas at least three consecutive years as of the date he or she graduated from high school or received the equivalent of a high school diploma;
- registers as an entering college student no earlier than fall 2001; and
- provides the college an affidavit that he or she intends to file an application to become a permanent resident of the U.S. at the earliest opportunity the individual is eligible to do so.

Federal Employees Other Than Members of the U.S. Armed Forces or Public Health Service

The state has no special provisions for determining the residency of federal employees other than members of the U.S. Armed Forces or Public Health Service. Each person (including civilian employees of the U.S. Armed Forces) must meet the basic residency requirements for non-military personnel.

Short-Term, Stop-Out Students

Students who have previously provided documentation of residency and return to CTC after being out for less than 12 months may continue to be classified as a resident upon confirmation that his or her parents or legal guardian or the student (in the case of an independent student) have not changed their state of residence since the student's last enrollment.

Persons Temporarily Absent from the State

Residents who move out of state should be classified as nonresidents upon leaving the state, unless their move is temporary and residence has not been established elsewhere. However:

1. Individuals who were residents of Texas for at least five years prior to moving from the state and who return to the state to re-establish their home, having been gone less than a year, are still Texas residents.
2. Students or parents or court-appointed legal guardians (in the case of dependent students) who are temporarily (generally less than five years) assigned to work outside the state may continue to claim residency in Texas if they provide conclusive evidence of their intent at the time they leave the state, to return. Conclusive evidence may be a letter from an employer that the move outside the state is temporary and that a definite future date has been determined for return to Texas may qualify as proof of the temporary nature of the time spent out of state.

Distant Learners

A bona fide Texas resident located out-of-state or out-of-country who is enrolled in an electronic course delivered from the Central Campus may be classified as a resident for tuition purposes. The student must provide substantiating documentation that he or she has a right to resident classification. For example, a spouse or dependent child of a member of the U.S. Armed Forces who was a Texas resident at the time he or she joined the service and has maintained Texas as his or her domicile may be eligible to be classified as a resident for tuition purposes. The spouse must have established Texas residency at least 12 months prior to enrollment. For minors and dependents, refer to the Minors and Dependents section of this catalog. The spouse or dependent children of military Texas residents should submit copies of their valid military I.D. card, their sponsor's leave and earning statement (LES), and if applicable the sponsor's DD 214 showing Texas as the home of record. The LES must be 12 months prior to the census date of the semester in which the student enrolls.

Reclassification

A student classified as a nonresident student will retain that status until they apply for reclassification in the form prescribed by the institution and are officially reclassified as residents for tuition purposes by the proper administrative officers of the institution. An application for reclassification must be submitted prior to the official census date of the relevant term. Reclassification will be made in keeping with the General Rules of the Rules and Regulations Determining Residence Status.

Student Intent

If a student's residence in Texas is primarily for the purpose of education and not to establish a domicile, the student shall be classified a nonresident. The following persons are NOT considered to have come to Texas for the purpose of education: The spouse or dependent child of an individual transferred here by the U.S. Armed Forces, through the state's plan for economic development and diversification, or as a part of a household moved to the state to accept employment. Once individuals have physically resided in Texas for 12 consecutive months, even though they may have been enrolled full-time, they may be considered residents if they have otherwise established a domicile in the state.

Student Responsibilities

The student is responsible for registering under the proper residence classification and for providing documentation as may be required by the public institution. If the student has any question as to the right to classification as a resident of Texas, it is the student's obligation, prior to the time of enrollment, to raise the question with the administrative officials of the college for official determination.

If the institution later determines that the individual was not entitled to be classified as a resident at the time of his or her registration, the individual shall, not later than 30 days after the date he or she is notified of the determination, pay the institution the amount that the individual should have paid as a nonresident.

Institution Responsibilities

A student classified as a resident of Texas is found to have been erroneously classified, the student shall be reclassified as a nonresident and shall be required to pay the difference between the resident and nonresident tuition for those semesters in which he or she was erroneously classified.

If a student has been erroneously classified as a nonresident, the student shall be reclassified as a resident and may be entitled to a refund of the difference between the resident and nonresident tuition rates for the semesters in which he or she was erroneously classified. Normally, refunds must be requested and substantiated during the semester in which the tuition and fees were paid.

Waivers That Allow Nonresidents to Register While Paying the Resident Rate

Members Assigned to Duty in Texas

Nonresident members of the U.S. Armed Forces, members of Texas units of the Army or Air National Guard; Army, Air Force, Navy, Marine Corps or Coast Guard Reserves; or Commissioned Officers of the Public Health Service who are assigned to duty in Texas are entitled to pay the resident tuition rate for themselves, their spouses and dependent children. To qualify, the student must submit during his or her first semester of enrollment in which he or she will be using the waiver a statement from an appropriately authorized officer in the service, certifying that he or she (or a parent or a court-appointed legal guardian) will be assigned to duty in Texas on the census date of the intended semester of enrollment and is not a member of the National Guard or Reserves who will be in Texas only to attend training with Texas units. Such persons are entitled to pay the resident rate as long as they reside continuously in Texas or remain continuously enrolled in the same degree or certificate program.

Military family members and active duty soldiers may complete the CTC Military Verification form, which must be signed by the soldier's commanding officer or personnel office designee. The form is available in the schedule bulletins, on the CTC website, at the CTC admissions and records offices located on the Central Campus and the Fort Hood Student Services office. Upon initial enrollment, the student should bring the signed form and a valid military ID card. If the military ID card expires, the student must present a renewed military ID card at the time of re-enrollment.

After Assignment to Duty in Texas

If nonresident members of the U.S. Armed Forces eligible for a nonresident waiver are assigned to duty elsewhere following assignment to duty in Texas, their spouses and dependent children are entitled to pay the resident tuition rate as long as the spouse or child resides continuously in Texas. A person is not required to enroll in a summer semester to remain continuously enrolled.

Previous Recipients of Military Waivers

A nonresident who was a member of the U.S. Armed Forces and or the spouse or dependent child of the former military member who was entitled to pay tuition and fees at the Texas resident rate while attending a public college in Texas during the Spring 2003 Semester and thereafter may continue to pay in-state tuition rates in subsequent semesters while continuously enrolled in same degree or certificate program. A person is not required to be enrolled in the summer semester to remain continuously enrolled in a degree or certificate program.

Honorably Discharged Veterans, their Spouse and Dependents

A former member of the U.S. Armed Forces or Commissioned Officer of the Public Health Service and his or her spouse and/or dependent child are entitled to pay the resident tuition rate for any term beginning prior to the first anniversary of separation from the military or health service if the former member:

1. Had, at least one year preceding the census date of the term or semester, executed a document with the U.S. Armed Forces or Public Health Service that is in effect on the census date of the term or semester that changed his or her permanent residence to Texas and designated Texas as his or her place of legal residence for income tax purposes; and
2. Had registered to vote in Texas for at least 12 months prior to the census date of the term in which he or she plans to enroll, and
3. Provides documentation that the member has, not less than 12 months prior to the census date of the term in which he or she plans to enroll, taken one of the three following actions:
 - Purchased real estate in Texas with no delinquent property taxes,
 - Registered an automobile in Texas, or
 - Executed a currently-valid will that has been deposited with a county clerk in Texas that indicates he or she is a resident of Texas.

Out-of-State Military

A spouse and/or dependent child of nonresident members of the U.S. Armed Forces, or Commissioned Officers of the Public Health Service stationed outside of Texas are entitled to pay resident tuition in Texas if the spouse and/or child moves to this state and files a statement of intent to establish residence in Texas with the public institution of higher education they attend.

Survivors

The spouse and/or dependent child of a member of the U.S. Armed Forces, or of a Commissioned Officer of the Public Health Services who died while in service, shall pay resident tuition if the spouse and/or child moves to Texas within 60 days of the date of death. To qualify, the person shall submit satisfactory evidence to the institution that establishes the date of death of the member and that the spouse and/or dependent child has established a domicile in Texas.

Spouse and Dependents who Previously Lived in Texas

A spouse and/or dependent child of a nonresident member of the U.S. Armed Forces, or Commissioned Officer of the Public Health Service who previously resided in Texas for at least six months may establish residency for tuition purposes if the member or commissioned officer (at least 12 months prior to the census date of the family member's enrollment):

1. Filed proper documentation with the military or Public Health Service to change his or her permanent residence to Texas and designated Texas as his or her place of legal residence for income tax purposes;
2. Registered to vote in Texas; and
3. Shows one of the following three things has been in effect for the full 12 months prior to the first day of the relevant term or semester:
 - ownership of real estate in Texas with no delinquent property taxes;
 - registration of an automobile in Texas; or
 - execution of a currently-valid will that indicates he or she is a resident of Texas that has been deposited with a county clerk in Texas.

U.S. Armed Forces Members Who Change their Residency to Texas

A member of the U.S. Armed Forces whose state of residence is not Texas may change his or her residency to Texas and the member, and/or his or her spouse or child may pay resident tuition if he/she:

1. Has been assigned to duty in Texas at least 12 consecutive months, during which the member files proper documentation with the military to change his/her permanent residence to Texas, and
2. Meets four of the 8 conditions listed below for the 12 months prior to enrollment:
 - a. has purchased a residence in Texas and claims it as a homestead;
 - b. has registered to vote in Texas;
 - c. has registered an automobile in Texas;
 - d. has maintained a Texas driver's license;
 - e. has maintained checking, savings, or a safety deposit box in Texas;
 - f. has had a will or other legal documents on file in Texas that indicates residence in Texas;
 - g. has had membership in professional organizations or other state organizations; and/or
 - h. has established a business in Texas.

Exceptions - Special Conditions for Minors or Dependents

Married Minors

Minors who are married may establish their own claim to residency following the rules applicable to independent individuals 18 years of age or older.

Minors or Dependents Enrolled Before the Parents Move Out of State

If a resident minor or dependent is enrolled in a public institution of higher education in Texas when the parents move out of state, the minor or dependent is eligible, although now a nonresident, to continue paying the resident tuition rate as long as he or she continues to enroll in Texas public institutions in the following fall and spring semesters. Vacation time spent with the parents does not jeopardize the students' eligibility for this waiver. The dependent or minor students must enroll for the next available fall or spring semester immediately following the parents' change of residence to another state.

In-District and Out-of-District Students

Once you are classified as a Texas resident, you are either an in-district or an out-of-district student. You are considered an in-district student if you physically reside within the geographical boundaries of the Central Texas College District (CTCD), excluding student housing or the residence hall. The college district is in the Killeen and Copperas Cove Independent School Districts. Property owners and their dependents living in Texas but outside the CTCD tax district who paid ad valorem taxes to CTC are eligible for in-district tuition. A current property tax statement is required for verification.

An out-of-district student is a Texas resident who does not physically reside within the geographic boundaries of the college's district. If you are an out-of-district student, you pay the out-of-district tuition rate unless eligible to receive a waiver based upon state statutes or college policies.