

## ADMINISTRATIVE POLICY RESIDENCY FOR ADMISSION AND TUITION

*This policy pertains to employees and students.*

Students at Fox Valley Technical College (FVTC) declare Residency upon completing an admissions application, or a student account is created in FVTC's student information system. Residency is defined as your official location of residence. *FVTC District Residency* may impact admission priority into a program of study, and *State of Wisconsin Residency* may impact tuition rates and admission eligibility.

Wisconsin Technical College System residency requirements are detailed in the state's [Administrative Code Chapter TCS 10](#).

### DEFINITIONS

*State of Wisconsin Resident*—According to Wisconsin TCS 10.03, any individual who is a Wisconsin resident at the start of a semester or session for which they apply is considered an in-state resident for admission purposes. For the purposes of admission, registration, and tuition, Minnesota residents are treated as State of Wisconsin residents, per the state-wide reciprocity agreement.

*FVTC District Resident*—According to Wisconsin TCS 10.04, for admission priority purposes, any resident of the state who has maintained a permanent residence within the district before applying at a district school is a district resident. To determine if an applicant is an in-district resident, visit <https://www.wtcsystem.edu/detailed-college-map/>.

### TUITION

Out-of-state residents pay out-of-state tuition rates for credit classes. View rates at: <https://www.fvtc.edu/paying-for-college/tuition>.

**ADMISSION PRIORITY** (*This section of the policy is effective for students applying to the Summer 2026 semester and later.*)

In the case of a high-demand program, the following priority and eligibility will apply:

Prospective Students are prioritized to start in core program classes on a waiting list based on residency status in the following order (See [Residency Policy](#) for further details): According to Wisconsin TCS 10.07(2):

1. **FVTC District Residents:** Must apply by the dates listed below in order to be given priority over non-district residents.
  - For programs commencing any time during the fall semester, the preceding January 1.
  - For programs commencing any time during the spring semester, the preceding May 1.
  - For programs commencing any time during the summer semester, the preceding October 1.

2. **State of Wisconsin Residents**
3. **Out of State Residents:** Depending on the program, out-of-state residents may be allowed to join a waitlist. However, they will only be allowed to register if in-state residents do not already fill all core program courses.

**Additional Waiting List Information:**

- Waiting list priority is determined by the date a prospective student's application is complete.
- In-state students who secure a place on the waiting list for a specific admission term will retain their position for future terms until they accept an available space.
- All individuals who cannot start core classes due to capacity limitations must be notified in writing about their option to be included on the waitlist.
- Students on the waitlist can work on satisfying academic preparedness requirements. These include general education courses, testing requirements, or final high school transcript submission. Please see the specific program page for a full list of these items.
- Core-ready students who do not plan to accept an open position in core program courses must notify the college of their decision to do so.
- FVTC will maintain a waiting list to determine an admitted student's registration priority for core classes based on the criteria above. Please see the College [Registration Policy](#) for additional information on the priority registration process.

**CHANGES**

If you believe your *State of Wisconsin* or your *FVTC District Residency* status is not accurate or has changed, please visit any of FVTC's campus locations (<https://www.fvtc.edu/about-us/locations>) with a valid:

- Wisconsin Driver's License or Wisconsin State ID

**And at least one of the following in the student's name:**

- Utility bill
- Motor vehicle registration
- Confirmation of employment (paystub, letter from employer)
- Rent/Lease Agreement
- Mortgage statement
- Proof of voter registration
- State of Wisconsin tax form (do not submit schedules). If you are under 24, you must also submit a signed copy of your parent/guardian's State and Federal tax form.

Any approved residency changes will be effective for the following term and cannot be retroactively applied.

Individuals holding an F1 or J1 student visa are granted temporary status for a specific purpose and duration. As such, they are not eligible to establish residency for admission or tuition purposes.

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Administrative Policy: Residency for Admission and Tuition