



February 2, 2023

MEMORANDUM

TO: Council of Chancellors
Council of Senior Student Affairs Officers (CSSAO)
Admissions Directors
Residency Officers

FROM: Farrah-Marie Gomes
Associate Vice President for Student Affairs

A handwritten signature in cursive script that reads 'Farrah-Marie Gomes'.

SUBJECT: Consultation on Proposed Changes to EP 5.208 Nonresident Enrollment Cap

Executive Policy 5.208 relating to nonresident enrollment cap is currently under review by administration. The policy was last revised in October 2014. After engaging in substantive informal consultation, the proposed policy changes are hereby being submitted for formal consultation. **Please consult with your constituents and governing bodies and provide any comments via the [online form](#) by March 6, 2023.**

Justification for Policy Changes

EP 6.208 was initially put into place to provide for a mix of students while ensuring enrollment preference for qualified Hawai'i residents. This policy is being updated to additionally comply with Hawai'i Administrative Rules (HAR) Chapter 20-4 "Determination of Residency as Applied to Tuition Payments and Admission" which defines residency for the purpose of admission and tuition assessment and provides appeal mechanisms for students who feel their residency classification is in error.

Informal Consultation

Over the past several months, administration has engaged in informal consultation with a variety of individuals and groups across the System. These include providing draft copies of the policy revisions and receiving feedback from:

- Council of Senior Student Affairs Officers
- Admissions Directors
- Residency Officers

Key Changes at a Glance

The following identifies key changes that are being proposed:

Title update: “Resident and Nonresident Admission and Enrollment”

- I. Purpose: Added reference to Hawai'i Administrative Rules Chapter 20-4.
- II. Definitions: Added definitions for “Dependent”, “Minor”, “Parents”, “Residence”, “Student” and other definitions as provided in HAR 20-4.
- III. Policy: Replaced current language with the following as provided in HAR 20-4:

Section A: “Determination of Residence” outlines the initial classification, rules of construction, re-classification and appeals for resident status.

Section B: “Non-resident Classification and Cap” includes guidelines and monitoring requirements for non-resident enrollment.

Please find attached a clean copy of the revised policy and a copy with tracked changes. The current policy can be found at:

<https://www.hawaii.edu/policy/index.php?action=viewPolicy&policySection=ep&policyChapter=5&policyNumber=208&menuView=closed>

Please submit your comments via the [online form](#) by **March 6, 2023**.

Thank you.

Attachments

c: UH Student Caucus
All Campus Council of Faculty Senate Chairs