

**COMMITTEE OF THE WHOLE
BOARD OF TRUSTEES
UNIVERSITY OF VERMONT AND STATE AGRICULTURAL COLLEGE**

A meeting of the Committee of the Whole of the University of Vermont and State Agricultural College Board of Trustees was held on Friday, September 25, 2020, at 8:00 a.m. The meeting was held via remote conferencing due to the COVID-19 pandemic.

MEMBERS PRESENT: Chair Ron Lumbra, Vice Chair Cynthia Barnhart, Briar Alpert, David Aronoff, John Bartholomew, Otto Berkes, Robert Brennan, Kevin “Coach” Christie¹, Frank Cioffi, John Dineen, Johannah Donovan, Carolyn Dwyer, President Suresh Garimella, Jodi Goldstein, David Gringeri², Don McCree, Carol Ode, Ed Pagano³, Shap Smith, Berke Tinaz, Tristan Toleno and Samuel Young

MEMBERS ABSENT: Secretary Curt McCormack and Governor Phil Scott

ALSO PARTICIPATING: Provost and Senior Vice President Patricia Prelock, Vice President for Legal Affairs & General Counsel and Chief of Staff to the President Sharon Reich Paulsen, Faculty Senate President Thomas Chittenden and Faculty Senate Vice President Chris Burns

¹joined the meeting at 8:13 a.m.

²Joined the meeting at 8:15 a.m.

³Joined the meeting at 8:08 a.m.

Chair Ron Lumbra called the meeting to order at 8:02 a.m.

Approval of minutes

Chair Lumbra presented the May 15, 2020 meeting minutes for approval. A motion was made, seconded and voted to approve the minutes as presented.

Chair’s report (see full report appended to minutes, beginning on page 4.)

President’s report

President Suresh Garimella began his report by thanking the UVM community for all that has been accomplished to date in response to the COVID-19 pandemic. He specifically expressed his appreciation for Provost Patricia Prelock’s partnership, commitment, dedication and hard work. President Garimella reported on the positive outcomes to date, including the cooperation of the students in following the COVID safety protocols. Out of the nearly 42,000 COVID tests conducted to date, only 21 have tested positive. President Garimella concluded his report by thanking the UVM faculty, staff, and students for their commitment, as well as the public health and disease experts for all that has been accomplished this year.

Governance leader discussion

Faculty Senate President Thomas Chittenden referred trustees to his written report for a summary of the Senate's efforts last year and topics for the coming year, noting that the business of the Senate, directly aligns with the strategic vision for UVM to amplify its impact. He offered a few updates on topics not included in his written report, including the recent approval by the Faculty Senate of a revised academic calendar for spring 2021, which delays the start of the semester and eliminates spring break, in order to minimize the opportunity for mid-semester travel and the possibility of virus transmission resulting from travel. President Chittenden notified the trustees of a possible Faculty Senate leadership transition should he be successful in his bid for the Vermont State Senate. Faculty Senate Vice President Chris Burns, who would complete President Chittenden's current term through June 30, 2021, was introduced.

Action Items

Vice President for Legal Affairs & General Counsel and Chief of Staff to the President Sharon Reich Paulsen introduced the following resolution:

Resolution authorizing agreement with the City of Burlington to provide COVID educational circuits

BE IT RESOLVED, that the Vice President for Finance and Administration, or his successor or designee, is hereby authorized to negotiate and execute a one-year agreement with the City of Burlington to provide COVID education to UVM students living in certain Burlington neighborhoods during the fall 2020 and spring 2021 semesters, for an amount not to exceed \$100,000.

Audit Committee Chair Shap Smith reported that on September 14, 2020, the committee conducted its annual review of the committee charter. He introduced revisions highlighted in appendix A to this document including aligning the audit partner rotation requirements with standards of the profession; adding reporting requirements for findings that may have potentially significant reputational damage to the university; and a housekeeping amendment to update the professional standard that applies to the required independent auditor communications.

The following resolution was presented:

Resolution approving Audit Committee Charter revisions

WHEREAS, the Audit Committee annually reviews its Charter and Guidelines and recommends to the Board of Trustees revisions thereto in view of evolving accounting standards, legal developments and experience gained;

BE IT RESOLVED, that the Board of Trustees hereby approves the revisions to the Audit Committee Charter and Audit Committee Guidelines, as included in Appendix A to this document.

Vice President Reich Paulsen introduced a resolution authorizing a new residency policy for medical school students. She explained that the board has the authority to determine the criteria for in-state residency status for tuition calculation purposes. The resolution being proposed is a policy specific to medical school applicants, which enables them to spend up to two years getting medical experience outside the State of Vermont without forfeiting Vermont residency for tuition calculation purposes.

The following resolution was presented:

Resolution authorizing new residency policy for medical school students

BE IT RESOLVED, that Board of Trustees hereby approves the new residency policy for medical school students recommended by the President, the Provost, and the Dean of the Larner College of Medicine, as included in Appendix B to this document.

An opportunity for discussion was offered. There being none, a motion was made, seconded and it was unanimously voted to refer all three resolutions to the board for approval.

Other business

President Garimella recognized and thanked Vice President for Operations and Public Safety Gary Derr for his outstanding dedication, leadership and oversight of coordinating the response to the COVID-19 pandemic at the University. Trustees joined President Garimella in expressing their gratitude to Vice President Derr.

Adjournment

There being no further business, the meeting adjourned at 8:35 a.m.

Respectfully submitted,

Ron Lumbra, Chair

Ron E. Lumbra
UVM Board of Trustees Chair's Report
September 25, 2020

I would like to start by thanking the UVM community - students, faculty, staff, administrators, the university's public health and infectious disease experts from our medical college, and the community at large for our successful re-opening. While we still have ample reason for concern and are not out of the woods yet, I am encouraged by the results of our re-opening efforts to date. Let me offer a heartfelt thank you to all. We are especially proud of our students for their behavior and discipline. Their maturity and good judgment have set the standard for others to follow both within the community and within higher education, at large.

I would like to share the summary of a letter we received from a community member, anonymously, that crisply says it all:

“As a resident of Burlington, I saw many posts and read articles about the fear surrounding students returning to colleges this fall. I will fully admit that I was fearful our numbers would go back up and we would have to go back to isolation. I am grateful for your efforts (and those of other Burlington/Vermont colleges) to enforce mask wearing, constant testing, and social distancing with your students. Everywhere I go, I see students wearing masks, even when they are alone on a sidewalk away from campus. Burlington (and Vermont) institutions of higher education have done an incredible job keeping the residents of Burlington safe and it is very much appreciated. I can only imagine how hard this has been for students in college, especially freshman, so I hope the students are hearing the message that what they are doing is working and their efforts are appreciated.”

I would also like to offer special thanks to our President, Suresh Garimella. For those who served on the Presidential Search Committee, I don't recall that our position requirement included the need for world class crisis management skills, extraordinary resilience, and the ability to adjust to constant new inbound challenges, all while remaining unflappable. Thankfully, that's just what we got with Suresh. On behalf of the Board of Trustees, I would like to express our profound thanks to Suresh for his leadership, judgement, and resilience during this crisis. Thank you for all that you've done and continue to do to help lead UVM through this challenging time.

I try to think of a word that best captures the theme of any particular board meeting. Previously I've used the word *agility*, which is what we needed to manage through the tumultuous and uncertain period from mid-March through re-opening. The word that comes to mind today is *balance*. Although we will surely face challenges in the weeks and months to come that will require agility, it's time to think beyond the COVID-19 crisis and get the balance just right. The balance between competing objectives and demands for resources, the balance between the short and long term, the balance between caution and aspiration, the balance between affordability and breadth of our offerings, and the balance between the needs of all impacted and served by the institution, including faculty, staff, students and their families, the local community, and the state at large.

Today we will discuss, among other things, the fiscal year 2021 budget which we delayed approving in May due to uncertainty. I'm confident with the help and leadership of Vice President for Finance and Administration Richard Cate's team and our Budget, Finance & Investment Committee we have arrived at a sound budget approach for this year. However, long term structural challenges have been laid bare by the crisis. These challenges are not new nor unique to UVM. They impact nearly the entirety of higher education. The time of reckoning is near and I encourage all to strive to get the balance right as we address these structural challenges for the good and long term health of the institution and all it impacts. This will undoubtedly entail some difficult decisions in the months ahead, decisions I'm confident we are up to confronting head-on. I thank you all in advance for your help and support.

That concludes my remarks.

**UNIVERSITY OF VERMONT AND STATE AGRICULTURAL COLLEGE
BOARD OF TRUSTEES**

AUDIT COMMITTEE

Charter

This Charter sets forth the responsibilities of the University Board of Trustees Audit Committee.

I. Principal Responsibilities

The principal responsibilities of the Committee shall include:

- a. promoting the development and monitoring the effectiveness of an institutional system of risk assessment and internal controls. At least annually, reviewing with management the University's processes for identifying, prioritizing, mitigating, and reporting institutional risks;
- b. reviewing and, as appropriate, making recommendations to the Board, regarding institutional policies relevant to the scope of Committee responsibilities, including conflict of interest, ethical and fraudulent conduct, whistleblower protection, and document retention;
- c. ensuring that audit plans encompass significant and material aspects of University operations;
- d. full authority and oversight of the internal audit function including appointment decisions, performance evaluations, and employment termination of the chief internal auditor;
- e. implementing a selection process to retain the independent auditor and making a recommendation to the Board of Trustees for approval. Recommending such additional audits as the Committee and/or the Board must approve under the Board's reserved authority;
- f. maintaining direct and effective communication with independent auditors on behalf of the Board;
- g. reviewing the results of internal and external audits (including the annually audited financial statements), and assessing the quality and timeliness of management's response and corrective actions;
- h. reviewing the effectiveness of the University's practices related to monitoring its compliance with laws and regulations;
- i. reviewing the results of management's investigation and resolution of any reported, or otherwise discovered, significant instances of noncompliance;
- j. evaluating the scope and quality of internal and independent audit services, and the degree of coordination and appropriate degree of independence between them;
- k. reporting regularly and promptly to the Board regarding matters within the scope of the Committee charge; and,
- l. periodically reviewing expense reimbursements, or summaries thereof that have been submitted by the President and reviewed and certified by the Vice President for Finance and Treasurer.

II. Membership

The University of Vermont Board of Trustees shall annually appoint at least 5 of its members to the Committee. Its members shall be independent of management and the University including its component units and affiliated organizations. For the purposes of this charter, “independence” is defined as rendering a Trustee ineligible for Committee service if he or she (1) is employed by the University; (2) is a partner or employee of a firm retained to conduct an audit of the University; (3) held such University employment or audit engagement at any time during the previous three years; or (4) is receiving consulting, advisory, or other compensatory fees for services provided to the University. Members of the Investment Subcommittee are eligible for appointment to the Audit Committee, but no such member may serve as its Chair or Vice Chair. The University President is ineligible for service as a member, ex officio or otherwise, of the Audit Committee, as a University official and employee.

Committee members shall otherwise be subject to the Conflicts of Interest Policy in the conduct of their work.

Members of the Committee shall receive orientation appropriate to their Committee membership. All members should have a general understanding of general accounting, business and finance principles, including the ability to read and understand institutional financial statements, whether gained preceding service on this Board of Trustees or during Committee orientation. At least one member of the Committee should possess accounting or financial expertise.

III. Authority

The Committee is authorized to investigate any matter within the scope of its Charter, with full and direct access to all pertinent University records, personnel, independent auditors and consultants.

IV. Adoption of Charter

This Charter shall be effective as of the date of its approval by the Board. The Committee will annually review the Charter and recommend to the Board revisions thereto, in view of evolving accounting standards, legal developments and experience gained.

Audit Committee Guidelines

These Guidelines serve as an operational supplement to the Audit Committee Charter. They are intended to reflect generally accepted accounting industry standards and practices applicable to non-profit corporations and higher education institutions.

The Guidelines shall be reviewed annually by management, and management shall report annually to the Committee regarding the status of the Guidelines. The Committee shall make revisions to the Guidelines as necessary or appropriate in view of evolving accounting standards and practices, legal developments and experience gained.

I. Retention of the Independent Audit Firm

a. The Committee shall annually authorize and direct the Committee Chair to retain the independent audit firm to conduct the mandatory annual audit of the financial statements and/or compliance audits. In conjunction with such retention, the Committee will assess the independence and objectivity of the firm by obtaining statements from the firm on relationships between the firm and the University. The Committee will review and assess any relationships disclosed that may impact auditor objectivity and independence.

b. The Committee shall solicit requests for proposals relative to the mandatory annual audit of the financial statements and/or compliance audits from qualified independent audit firms no less than once every five years.

c. The Committee shall ensure the proper rotation of the lead audit partner, in accordance with standards of the profession. In the event that an independent audit firm is retained to conduct the mandatory annual audit of the financial statements and/or compliance audit for seven or more consecutive years, the Committee shall, as a condition of retention of the firm, require rotation of the lead audit partner on the University engagement.

II. Retention of Other Audit Services

a. The independent audit firm retained to conduct the mandatory annual audit of the financial statements and/or compliance audits generally shall not be eligible for University engagements to perform non-audit services that would violate the U.S. Government Accountability Office Independence Standard. If, due to extenuating circumstances, and in the exercise of its reasonable discretion, management deems it to be in the best interests of the University to retain the independent audit firm for non-audit services, the proposed retention is subject to review and action by the Committee where the retention will result in fees of \$25,000 or more.

b. Contracts for non-audit services with independent audit firms not already retained by the University to conduct the mandatory annual audit of the financial statements and/or compliance audits are subject to review and recommendation by the Committee and subsequent Board consideration and action when such retentions will result in fees of \$ 250,000 or more.

III. Oversight of Audits

The Committee will, no less than once annually, and otherwise periodically as necessary or desirable:

a. review annual audit plans developed by the Office of Audit Services, and receive regular progress reports relative to such plans;

- b. review audit plans developed in consultation with independent audit firms, including (i) the critical accounting policies and practices to be used; (ii) all alternative treatments of financial information discussed with management, ramifications of alternative treatment and the treatment preferred by the firm; (iii) other material communications between the firm and management; and (iv) required communications from the firm under ~~Statement of~~ Auditing Standards [AU-C Section 250 No. 114, as amended](#);
- c. subject to subsequent Board consideration and action, review and accept the mandatory annual audit of the financial statements. Review the Uniform Guidance audit, and the financial agreed upon procedures report of institutional National Collegiate Athletic Association programs;
- d. resolve disagreements between management and the independent audit firm regarding financial reporting;
- e. review the independent audit firm management letter comments regarding institutional financial and information technology and security internal controls, accounting policies and procedures, and management's response to those comments;
- f. review with management and the independent audit firm their respective judgments about the quality of University accounting principles; the consistency, and the degree of aggressiveness or conservatism, in the application of accounting principles; the reasonableness of significant accounting judgments; and the clarity and completeness of the financial statements and related disclosures;
- g. confirm with management ~~and the independent audit firm respectively~~ that the annual financial statements disclose all material off-balance sheet transactions, arrangements, obligations, and other relationships of the University with unconsolidated entities or other persons that may have a material current or future effect on institutional financial condition, and the results of operations, liquidity, capital expenditures, capital resources, or significant components of revenues or expenses;
- h. receive reports from management, the Office of Audit Services and the independent audit firm, regarding new and significant accounting standards to understand their impact on institutional financial statements;
- i. receive reports from the Office of Audit Services regarding any [findings of financial](#) fraud which, in single incident or aggregate, results in an institutional uninsured or insured loss in excess of \$10,000, [or potentially significant reputational damage to the university](#);
- j. review the organizational structure, qualifications, independence, scope of services inclusive of office charter, and adequacy of resources of the University's Office of Audit Services;
- k. annually review the appointment, evaluate the performance and set the salary of the chief internal auditor;
- l. identify and document specific administrative responsibilities relevant to the routine operations of the office of chief internal auditor that are assigned to the President;
- m. ensure that regular quality assessment reviews of the internal audit operations are performed in accordance with Institute of Internal Auditors standards; and,
- n. meet separately with both the internal and external auditors without management representatives present subject to the requirement of the Vermont open meeting laws.

IV. Internal Controls

The University's executive management and the Board of Trustees Audit Committee have adopted the Committee of Sponsoring Organizations (COSO) Internal Control – Integrated Framework to help assess and enhance its internal control systems.

a. Certifications

i. The Committee will receive periodic reports from management on representations it is rendering in conjunction with mandatory annual audit of the financial statements and/or compliance audits as well as significant and material debt financing, such as issuance of bonds.

ii. Without limitation on IV.a(i), the Committee will receive from the Chief Financial Officer (CFO) a record of certification along with the annual financial statement report that:

a. The CFO has approved the financial statements,

b. Based on the CFO's knowledge, the report does not contain any material errors or omissions,

c. Based on the CFO's knowledge, the financial statements materially present the financial condition and result of operations,

d. The CFO is responsible for establishing and maintaining a system of internal controls over financial reporting, and that,

e. The CFO has disclosed to the auditors and the Audit Committee all significant internal control deficiencies and changes that could materially affect financial data.

b. Policy Review.

The Committee will receive for its review and comment and, if necessary, its recommendation to the Board, institutional policies relevant to its scope of work, including conflict of interest, ethical and fraudulent conduct, whistleblower protection, and documents retention.

c. Required Disclosures and Compliance Monitoring.

The Committee shall oversee compliance with the Board Reserved Rights and Delegated Authority resolution. Violations of the Board Reserved Rights and Delegated Authority resolution identified by management or the internal audit office shall be reported to the Committee.

d. Confidential Reporting.

The committee will ensure that the University has a mechanism that permits confidential communications from employees and others regarding potential financial or accounting improprieties or nonfeasance.

V. Enterprise Risk Management

a. Oversee management's enterprise risk management process on behalf of the Board.

b. Receive periodic updates on management's process to identify, prioritize, mitigate, and report institutional risks including the process to map risks to relevant Board Committees.

VI. Compliance and Privacy

- a. Review with the Office of Compliance and Privacy Services, and management the effectiveness of the University's practices related to monitoring compliance with laws and regulations;
- b. Review with the Office of Compliance and Privacy Services and management, findings of internal compliance auditing and monitoring activities;
- c. Review with the Office of Compliance and Privacy Services and management, findings of government agency audits, investigations, reviews and monitoring activities that the Director considers significant, that are initiated by a government agency as a result of a whistleblower report, or on a for-cause basis, or that result in a fine, penalty, refund, disallowance or questioned cost in excess of \$10,000;
- d. Review with the Office of Compliance and Privacy Services and management, the process for communicating the Code of Conduct and Ethical Standards to University personnel and for monitoring compliance therewith;
- e. Receive periodically, but not less than annually, reports from the Office of Compliance and Privacy Services on its activities;
- f. Receive updates from the Office of Compliance and Privacy Services, and management on new and emerging compliance issues, including their impact to the University.; and,
- g. Receive as needed, through the Audit Committee Chair, compliance matters communicated directly by the Chief Internal Auditor or Director of Compliance Services and Chief Privacy Officer.

As approved by the Board of Trustee: November 13, 2004

Approved as amended by the Board of Trustees: September 8, 2007

Revised by the Audit Committee: November 12, 2007

Approved as amended by the Board of Trustees: December 1, 2007

Revised by the Audit Committee: April 28, 2009

Approved by the Board of Trustees: May 16, 2009

Revised by the Audit Committee: October 11, 2010

Approved by the Board of Trustees: October 30, 2010

Revised by the Audit Committee: November 14, 2011

Approved by the Board of Trustees: February 4, 2012

Revised by the Audit Committee: September 15, 2014

Approved by the Board of Trustees: October 18, 2014

Revised by the Audit Committee: September 12, 2016

Approved by the Board of Trustees: October 22, 2016

Revised by the Audit Committee: July 10, 2017

Approved by the Board of Trustees: October 21, 2017

Approved by the Board of Trustees:



OFFICE OF AUDIT AND COMPLIANCE SERVICES
UVM.EDU/POLICIES



POLICY

Title: Residency - Larner College of Medicine

Policy Statement

The Vermont Legislature has established a lower rate of tuition for students who are Vermont residents. These regulations define eligibility requirements for in-state status classification within the Larner College of Medicine. All students enrolled at the Larner College of Medicine shall be assigned an in-state or out-of-state status classification consistent with these regulations. The establishment of domicile in Vermont is necessary, but not sufficient, for a student to qualify for in-state status.

Reason for the Policy

To define criteria for in-state residency status of medical students in accordance with Vermont Statute (Title 16, Chapter 75, section 2282).

Applicability of the Policy

This policy applies to all Larner College of Medicine students.

Definitions

In-state status: eligible for Vermont resident tuition rate.

Medical Experience: paid or volunteer work in a hospital, clinic, hospice, or other health care setting that is appropriate work experience to benefit a medical school application, including working as an emergency medical technician (EMT), medical scribe, or certified nursing assistant (CNA); volunteering at a hospice or indigent care clinic; volunteering on a medical mission trip; shadowing a physician via a preceptorship; or conducting academic laboratory research.

Procedures

In-State Classification Rules

1. Domicile shall mean a person's true, fixed, and permanent home. It is the place at which one intends to remain indefinitely, and to which one intends to return when absent.
2. In addition to establishing domicile, an in-state status applicant must reside in Vermont continuously for one full year prior to the semester for which in-state status is sought unless the applicant's absence is

temporary and for the express purpose of gaining Medical Experience, as defined herein, to support their application to the Larner College of Medicine, provided that:

- a. their absence from Vermont for the purpose of gaining Medical Experience does not exceed four academic semesters, excluding the summer term, prior to matriculation;
 - b. the applicant did not take steps to establish domicile in another state, other than legally required to effectuate the Medical Experience (e.g. filing of state taxes at the resident rate); and
 - c. the applicant was eligible for in-state status under UVM's [Residency Policy](#) for a minimum of one full year (12 months) immediately prior to leaving Vermont to gain Medical Experience.
3. A residence or domicile established for the purpose of attending UVM shall not qualify a student for in-state status.
 4. An in-state status applicant who applies for admission or registers for class within one year of moving to the state shall have created a rebuttable presumption that residency in Vermont is for the purpose of attending UVM and/or acquiring in-state status for tuition purposes.
 5. A domicile or residency classification assigned by a public or private authority other than UVM neither qualifies nor disqualifies a student for UVM in-state status. Such classification may be taken into consideration, however, in determining the student's status at UVM.
 6. Receipt of financial support by a student from his/her family shall create a rebuttable presumption that the student's domicile is with his/her family, regardless of whether the student has reached the age of 18.
 7. A student of parents legally separated or divorced may be granted in-state status if a noncustodial or joint custodial parent is domiciled in Vermont and has contributed more than 50 percent of financial support for at least one year prior to the semester for which in-state status is sought.
 8. The burden of proof as to eligibility for in-state status rests with the student. Eligibility must be established by clear and convincing evidence.

Irrespective of a student's in-state status as defined in this Policy, upon submission of appropriate documentation, UVM will charge members of the armed forces, veterans, and qualifying family members thereof, the in-state tuition rate in accordance with federal law (e.g. the Higher Education Opportunity Act and 38 U.S.C. 3679(c)) and further detailed in the University's [Tuition Billing for Members of the Armed Forces, Veterans, and their Families](#) Operating Procedure.

In-State Status Classification Documentation

1. The student must submit with the Application for In-State Status all relevant information.
2. The classification decision shall be made by the Residency Officer based upon information furnished by the student, information requested of the student, and other relevant information available consistent with University policies and procedures and legal guidelines.
3. Additional documents and/or verification may be requested.
4. The student's failure to produce information requested may adversely affect the decision for in-state status.
5. A student or others furnishing information may request the deletion of irrelevant private data from documents.
6. A determination of in-state status is valid only if a student actually enrolls for the semester in question. If a student does not enroll, they must submit a new and timely Application for In-State Status for subsequent semesters.

Appeal of In-State Status Classification

The decision of the Residency Officer must be appealed in writing to the Residency Appellate Officer within thirty calendar days of the date of the Residency Officer's written decision. Appeal to the Residency Appellate Officer is the final internal appeal at UVM.

In-State Status Reclassification

1. A student who does not qualify for in-state status classification may reapply for such classification once each semester by submitting the Application for In-State Status to the Residency Officer.
2. In-state status reclassification becomes effective for the semester for which the successful application was made, provided that the Application for In-State Status was received on or before the last day to add/drop classes for that semester. An application may be submitted as early as 75 days in advance of the first day of classes for a semester or as requested by the Residency Officer. Approved residency reclassification will not be applied retroactively to previous terms.

Re-Examination of Classification Status:

Classification status may be re-examined upon the initiative of the Residency Officer in the exercise of sound discretion. Circumstances such as periodic enrollment may be cause for re-examination. An in-state student who leaves Vermont may be required to re-apply and re-establish residency upon returning.

Contacts

Questions concerning the daily operational interpretation of this policy should be directed to the following (in accordance with the policy elaboration and procedures):	
Title(s)/Department(s):	Contact Information:
Residency Officer	Registrar@uvm.edu (802) 656-8515
Residency Appellate Officer	Residency.Appeals@uvm.edu (802) 656-2045

Forms/Flowcharts/Diagrams

- [Application for In-State Status](#)

Related Documents/Policies

- [Residency Policy](#) - Undergraduate and Graduate Studies
- [Tuition Billing for Members of the Armed Forces, Veterans and their Families](#)

Regulatory References/Citations

- Higher Education Opportunity Act and 38 U.S.C. 3679(c)
- Vermont Statute (Title 16, Chapter 75, section 2282)

Training/Education

Training will be provided on an as-needed basis as determined by the Approval Authority or the Responsible Official.

About This Policy

Responsible Official:	Vice Provost for Enrollment Management	Approval Authority:	President and the Chair of the Board of Trustees
Policy Number:		Effective Date:	
Revision History:			