

## Viewing Residency for Selective Admissions

It is important to check the student's residency status in the Selective Admissions process, because students cannot register without a residency status on file, whether that status is in-state or out-of-state.

1. In myFSCJ navigate to **Main Menu > Campus Solutions > Campus Community > Personal Information > Identification > Residency Data**. Then enter EMPL ID to search for the student.

**NOTE:** The student may still need to submit residency documentation to Student Services if the residency status is Out-Of-State, INER, or if it is blank. If the Residency Status is blank or INER, please send an email to [studentrecords@fscj.edu](mailto:studentrecords@fscj.edu) or contact a Campus Advising Center to update the residency status to Out-Of-State.

The screenshot shows the myFSCJ web application interface. The breadcrumb trail is: Favorites > Main Menu > Campus Solutions > Campus Community > Personal Information > Identification > Residency Data. The page title is "my fscj.edu" and the user is identified as "Jaxon De Ville". The "Residency Data" section is active, showing "Academic Career: College Credit" and "Official Residency Data". The "Official Residency Data" table has the following entries:

Institution:	FSCJ1	FSCJ1
Effective Term:	2178	Fall 2017
Residency:	Out-Of-State	

The "Residency" field is highlighted with a red box. Below this is the "Additional Residency Data" section with the following entries:

Admissions:	Out-Of-State	Admission Residency Exception:
Fin Aid Federal Residency:	Out-Of-State	Fin Aid Fed Residency Excpt:
Fin Aid State Residency:	Out-Of-State	Fin Aid State Residency Excpt:
Tuition:	Out-Of-State	Tuition Residency Exception:

At the bottom of the page, there are buttons for "Save", "Return to Search", "Notify", "Update/Display", "Include History", and "Correct History". The breadcrumb trail at the bottom of the page is: Residency Official 1 | Residency Official 2 | Residency Appeal | Residency Self-Report.