



Academic Common Market	
Responsible Official: Provost	Responsible Office: Transfer and Adult Student Outreach Office

Policy Purpose

This policy specifies ETSU participation in and the requirements for the Academic Common Market.

Policy Statement

All state institutions in the state of Tennessee are participating members in the Academic Common Market (ACM). The ACM is an agreement between participating southern states for sharing academic programs not readily available in a student's home state. Qualifying students may enroll in an out-of-state institution and receive that institution's in-state tuition rate.

When a student applies for the ACM, ETSU will review the request and approve or deny it based on the criteria set by the ACM as published on their website at the time of the student's application for ACM. By the census date as published on the [ETSU Academic Calendar](#) for the applicable semester, the student must submit: 1. ACM certification letter from their home state designated ACM coordinator; and 2. the ETSU ACM contract.

I. ELIGIBILITY.

A student is eligible for the ACM in-state tuition rate if the student:

- A. is a certified resident of one of the 15 participating Southern Region Education Board (SREB) states;
- B. declares an ACM approved undergraduate major or graduate program for certified residents of the student's home state;
- C. is admitted as an undergraduate or graduate student to East Tennessee State University;
- D. maintains continuous full-time enrollment in an ACM approved major for certified residents of the student's home state; and
- E. meets deadline requirements for certification and documentation of eligibility.

II. ELIGIBILITY LIMITATIONS.

There are limitations to a student's ACM eligibility status including:

A. Out-of-State Waiver.

Students who receive a waiver for out-of-state tuition under another program are not eligible for ACM.

B. Non-ACM Approved Programs.

Students who pursue a program of study that is not listed as an ACM approved program where the student maintains residency will not receive ACM in-state tuition.

C. Major or Program Change.

Students participating in an ACM approved program of study who change undergraduate majors or graduate programs to a program that is not an ACM approved program will not be eligible for ACM in subsequent semesters.

D. Double Majors or Second Graduate Programs.

Undergraduate students participating in the ACM who intend to seek a second major or graduate students who intend to pursue a second program that qualifies for the ACM must complete the first ACM major or program for which the student is certified before ACM can be applied to the second major or program. Upon completion of the first ACM major or program, a student who pursues a second major or program for which the ACM applies must complete a new ACM certification letter.

F. Program Enrollment Status.

Students who have not been officially accepted into a major or program may pursue academic requirements for ACM approved majors. Students participating in the ACM must be admitted to major programs by the time all prerequisites have been completed, regardless of grades earned. Students participating in the ACM who are not admitted to a major program after formal admission processes are complete will be removed from ACM status until program admission is achieved.

III. REFUNDS.

Refunds will not be provided for previous semesters if:

- A. complete documentation was not provided by the deadline for a particular semester; or
- B. a student became ineligible for ACM for a particular semester.

Authority: T.C.A. §§ 49-8-203

Defined Terms

A defined term has a special meaning within the context of this policy.

Academic Common Market	A program that allows students who are not residents of the state of Tennessee to obtain in-state tuition when that state does not offer a program of study offered by institutions within the state of Tennessee.
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Policy History

Effective Date: 6/18/24

Revision Date:

Procedure

I. PROCEDURES FOR EVALUATING UNDERGRADUATE ACM APPLICATIONS.

The Office of Undergraduate Admissions evaluates applications for individuals who meet the eligibility criteria for ACM.

A. The student has the following responsibilities:

1. Submits a complete admissions application;
2. Pays the application fee;
3. Completes the certification process with home state ACM coordinator;
4. Completes and signs ETSU ACM contract; and
5. Submits the application to the ETSU admissions office.

B. The Office of Transfer and Adult Student Outreach:

1. Works with state ACM coordinator to certify students; and
2. Monitors ACM approved students to ensure enrollment of ACM students in approved major.

II. PROCEDURES FOR EVALUATING GRADUATE ACM APPLICATIONS.

The Graduate School, along with the admissions committee of the graduate program to which the student applies, evaluates the application for admission and for ACM. Students can be admitted into a graduate program without qualifying for ACM and will be billed at the out-of-state rate.

A. The student has the following responsibilities:

1. Applies for admission to the desired graduate program;
2. Pays the application fee;
3. Submits the application to the ETSU Graduate School.
4. Reviews ETSU's ACM website to determine if the program is ACM eligible and if so,
5. Completes the certification process with home state ACM coordinator; and
6. Completes and signs ETSU ACM contract;

B. The Office of Transfer and Adult Student Outreach:

1. Works with state ACM coordinator to certify students; and
2. Monitors ACM approved students to ensure enrollment of ACM students in approved major.

C. The Graduate School

1. Verifies that courses and program are equivalent and eligible.
2. Enters the appropriate ACM code in Banner once ACM certification is received from Transfer and Adult Student Outreach.

Procedure History

Effective Date: 6/18/24

Revision Date:

Related Form(s)

[Academic Common Market](#)