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Application for Utah Resident Classification

Utah System of Higher Education

Residency Guidelines and Checklist

Applications for residency status are accepted *no earlier than thirty (30) days prior to the first day of class and no later than the end of the third week of the term* application for residency is made.

According to Utah State Legislation R512 you may qualify for Utah resident tuition if:

- You are a United States citizen or permanent resident
AND
- Have lived in Utah for twelve (12) or more continuous months immediately preceding the term for which you are applying without leaving Utah for a total of thirty (30) or more days during the twelve months
OR
- Have sixty (60) credit hours from Utah institution(s) while maintaining continuous residency (excluding summer)
OR
- Established a domicile in Utah to work on a full-time permanent basis. (May apply to attend SUU four or more months after moving to Utah). ** (Additional documentation required).
OR
- Dependent child of a Utah resident (under 24 years of age). ** (Additional documentation required).
OR
- Married to a Utah resident *** (Additional documentation required)
OR
- Other criteria as outlined in R512.

In order to expedite the process of your residency application, please make sure that all questions on the application are answered **completely**. In addition, copies of the following items are **required** to document your residency status and **must be attached to the application**.

❖ **All applicants must provide the following documentation:**

- [] 1) Verification of length of residence in Utah by school attendance and/or employment
(Rental agreement and/or utility bills do NOT constitute physical presence in Utah)
- [] 2) Utah Driver License
- [] 3) Utah Voter registration
- [] 5) Utah vehicle registration and insurance (Utah registration required for all vehicles registered in the student's name. Vehicles registered to persons other than the applicant need not be registered in Utah unless the application is based on parent's Utah residency or marriage to a Utah resident; however, **a copy of the registration and insurance must be provided with the application.**)
- [] 6) Utah tax return(s) if filed
- [] 7) Declaration of Financial Independence - In addition to submitting objective evidence of domicile, **a person seeking resident student status following 12 months of continuous residence in Utah, or completing 60 credits, and is under 24 years of age, must also submit a declaration of financial independence**, which must include, at a minimum, evidence that the person is not claimed as a dependent on the federal or state tax returns of any person who is not a resident of Utah. Institutional residency officers may require such documentation at the time of initial application for resident student status, and at any time thereafter to verify a student's continued eligibility for resident student tuition. R512.4.8.

NOTE: Short absences (less than 30 total days) from the state will not break the Utah residency requirement. Frequent or extended absences, especially if the student establishes residency or domicile out of state i.e. working out of state or returning to prior home of record for an extended time, may be regarded as evidence that residency requirements have not been satisfied.

* Western Undergraduate Waiver (WUE) and Legacy scholarship recipients will not be eligible to apply for residency for tuition purposes. (Exceptions are: marriage to a Utah resident or parents are Utah residents)

** Dependents of a Utah resident must provide verification of parent's/guardian's Utah residency, in addition to the first four items above. Parent items include, but are not limited to: Utah employment verification, Utah driver's license and Utah home rental/lease/purchase verification as required in R512.4.6.

*** Marriage to a Utah resident requires verification of spouse's Utah residency, a copy of the marriage certificate, and the documents listed above for yourself and your spouse as required in R512.4.6.

Adverse rulings may be appealed by submitting a written request to the Residency Appeals Committee. The Committee shall make an independent examination of the issues presented and shall make a final determination of the resident status. Appeals may be given to the Admissions Office for submission to the Committee.

APPLICATION FOR RESIDENT CLASSIFICATION



Utah System of Higher Education

Southern Utah University • Office of Admissions
351 W University Blvd • Cedar City, Utah 84720 • (435) 586-7740

INSTRUCTIONS: Residency criteria for tuition purposes are defined by Utah State law. Please read and carefully consider all questions before attempting to answer any of them. Supplementary information and/or documentation that may have a bearing on the status determination are required and must be submitted with the application. All requests for resident classification are processed in the order in which they are received. An applicant for residency must be admitted and/or permitted to enroll for the semester in which he/she is requesting resident status. Please allow at least two weeks for action on your application. You will be notified by mail if additional information is needed or as soon as a decision is reached concerning your eligibility.

NOTE: Applications are accepted for review after August 1st for Fall Semester and December 1st for Spring Semester and before the twenty-first day of class for the term you are requesting a residency change. Applications submitted twenty-one (21) days after the start of the semester may not be considered for the current academic term.

Please circle or check answers where applicable. **Every question must be answered completely or the application may not be processed in a timely manner.**

SEMESTER AND YEAR FOR WHICH APPLICATION IS SUBMITTED: _____ Date: _____

1. Full Name _____ SUU Student ID _____

2. Student's Physical Address _____
Email Address _____

City _____ State _____ Zip _____ (Area Code) & Telephone Number _____

3. Student's Mailing Address _____
Email Address _____

City _____ State _____ Zip _____ (Area Code) & Telephone Number _____

4. Do you own a home in Utah? YES NO Rent? YES NO Do your parents own a home in Utah? YES NO

5. Age in years and months _____ Date of birth _____ Place of birth _____

6. Since what date have you continuously lived in Utah? (month and year) _____

Have you lived in Utah at other times for extended periods? YES NO Give dates: _____

7. Did you come to Utah primarily to attend a college or university? YES NO If no, explain: _____

8. What are your plans after you finish your education? _____

Where do you plan to live? City _____ State _____

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Initial Application

Classified _____ Date _____

Effective _____ Semester, 20 _____

Signature _____

Records revision date _____

Notified _____

DATE INITIALS

Appeal Application

Classified _____ Date _____

Effective _____ Semester, 20 _____

Signature _____

Records revision date _____

Notified _____

DATE INITIALS

9. Are you a citizen of the United States? YES NO

If not, what is your resident status? Resident Alien Temporary Resident

Authorized A# _____ Date issued _____

What VISA type do you hold? (student, visitor, worker, etc.) _____

Please attach verification of your permanent residence/immigration number.

10. Have you ever registered to vote in a Utah election? YES NO When did you last vote in Utah? _____

11. Do you have a driver's license? YES NO State? _____ Date of issue? _____

If Utah, list driver's license number and expiration date: _____

12. Do you have a motor vehicle available for your use? YES NO Owner: _____

Relationship to you? _____ In what state is it licensed? _____

What is the license number? _____ Month and year of expiration: _____

13. Do you have relatives in Utah? YES NO Relationship _____

14. Have you attended other colleges or universities? YES NO

If yes, list all schools attended, give dates of attendance, and classification on residence:

| Name of School | Dates Attended (Month and Year) | Residency classification | | |
|----------------|---------------------------------|--------------------------|-------------|---------|
| | | Resident | Nonresident | Neither |
| _____ | From _____ To _____ | () | () | () |
| _____ | From _____ To _____ | () | () | () |
| _____ | From _____ To _____ | () | () | () |
| _____ | From _____ To _____ | () | () | () |

15. Is this your first application for resident classification at any Utah school of higher education? YES NO

If no, date last applied: _____

16. Where have you been during the past **three years**? Be specific and account for every month. (Start with most recent)
(Do NOT list months individually unless in a different city/state for more than 30 days)

| Dates (Month and Year) | City and State | What did you do? |
|------------------------|----------------|------------------|
| From _____ To _____ | _____ | _____ |
| From _____ To _____ | _____ | _____ |
| From _____ To _____ | _____ | _____ |
| From _____ To _____ | _____ | _____ |

17. Where have you worked during the last **three years**? Omit military service. (Start with most recent) *If you were transferred to Utah or came to Utah to accept an offer of full-time employment, attach a letter of verification from your employer.*

| Dates (Month and Year) | Employer | Wage Earned | City and State | Full-Time or Part-Time |
|------------------------|----------|-------------|----------------|------------------------|
| From _____ To _____ | _____ | _____ | _____ | _____ |
| From _____ To _____ | _____ | _____ | _____ | _____ |
| From _____ To _____ | _____ | _____ | _____ | _____ |
| From _____ To _____ | _____ | _____ | _____ | _____ |

18. List all your absences of 30 or more days from Utah during the last **three years**, including before moving to Utah.

| Dates (Month and Year) | City and State | What did you do? |
|------------------------|----------------|------------------|
| From _____ To _____ | _____ | _____ |
| From _____ To _____ | _____ | _____ |
| From _____ To _____ | _____ | _____ |
| From _____ To _____ | _____ | _____ |

19. Have you served in the U.S. armed forces? YES NO

If yes, indicate type of duty Full-time Active Active Guard or Reserve Inactive Reserve

Date enlisted or inducted (*month and year*) _____

Date released, or to be released from active duty _____

Are you now or have you ever been stationed in Utah on active duty? YES NO If yes, when? _____

Where? _____ Full-time Part-time

Your state of legal residence prior to entering military service: _____

Your home of record with the military was listed as: _____

Are you attending school under an armed forces program? YES NO What type of program? _____

20. How are you financing the cost of your education and living expenses? (*Please specify based on 12 month time period and include dollar amounts*)

Parents: \$ _____ per year Self: \$ _____ per year Other: \$ _____ per year Other Source _____

21. Do you have a scholarship? YES NO What type? _____

22. Are you participating in the Western Undergraduate Exchange Program? YES NO

23. What is your intended major? _____ Are you a masters/graduate student? YES NO

24. Have you filed Utah State Income Tax returns? YES NO If No, why not? _____

If yes, Resident Part Year Resident Non-resident Specify what years you filed: _____

