

CHANGE OF RESIDENCY STATUS FOR TUITION

Name _____ SCSU ID _____ Phone (____) _____

Email: _____ Term/Year seeking residence classification _____

Residence(s) during the past 12 months:

Street Address	City	State	From (month & year)	To (month & year)

Condition	Documentation Required
<input type="checkbox"/> Students that have resided in Minnesota for 12 consecutive months <u>AND</u> during that time have <u>NOT</u> been in the state solely or primarily for the purpose of attending a college or university (i.e., have made Minnesota their true and permanent home) <div style="border: 1px solid black; padding: 5px; text-align: center;"> See column on the right for documentation required. </div>	<ul style="list-style-type: none"> • Explanation of your reasons for residing in Minnesota and • Verification of living in MN for 12 consecutive months (i.e. lease agreement) and • One or more of the following: <ul style="list-style-type: none"> ○ Home purchase agreement ○ Minnesota State Income Tax Form for the year in question ○ A MN voter registration ○ A MN vehicle registration ○ Domicile of spouse, plus verification of marriage ○ Other documentation as approved by office <small>(Existence of any one of the documents is neither necessary nor sufficient to form a basis for a decisions)</small>
<input type="checkbox"/> Military: Current and former members of the US military, their spouses, and dependent children	<ul style="list-style-type: none"> • Verification of duty or veteran status (orders or DD-214). For spouses and dependents: additional verification of your relationship to the veteran (marriage certificate, military ID, tax forms, TOE, COE, or award letter) is also required.
<input type="checkbox"/> Dependent students: Students who have parents/legal guardians who are living in the state	<ul style="list-style-type: none"> • Verification of dependent status AND parent's residency (i.e. lease, home purchase, letter from employer, etc.)
<input type="checkbox"/> Employment-Related Relocation: Students, dependents, or spouses who were relocated to the state by their current employer	<ul style="list-style-type: none"> • A letter from the employer verifying full-time employment. For spouses or dependents: additional verification of your relationship to the employed person is also required.
<input type="checkbox"/> Temporarily Absent Minnesota Residents: Minnesota residents who can demonstrate that they were temporarily absent from the state without establishing residency elsewhere	<ul style="list-style-type: none"> • Proof of nonresident or reciprocity payment to an out-of-state school • Other documentation related to brief absence from the state
Other categories: Graduate Assistants, International Students, Refugees and Asylees, MN High School Graduates, Migrant Farm Workers and High Ability Students may qualify.	<ul style="list-style-type: none"> • Contact the Office of Records and Registration for more information. (Contact information is listed at the top of this form.)

Visit www.minnstate.edu/board/policy/2-02.pdf for additional information and to learn about the appeal process.

All information provided in support of this appeal is correct and to the best of my knowledge. I understand that I will be liable for unpaid tuition resulting from resident classification by means of false statements, false documentation, or concealment of facts.

Signature _____ Date _____

Submit this form with documentation to: Office of Records and Registration (email, fax, and mailing address listed above)

Office Use Only:	Approved <input type="checkbox"/> Denied <input type="checkbox"/> Signature: _____ Date _____
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