

Residency Application and Affidavit

A Florida "resident for tuition purposes" is a person who has, or a dependent person whose parent or legal guardian has, or a adult relative other than the child's parent has, established and maintained legal residency in Florida for at least the last consecutive 12 months. Residence in Florida must be for the purpose of establishing a permanent home and not merely incident to enrollment at an institution of higher education.

To qualify as a Florida resident for tuition purposes, you must be a U.S. citizen, permanent resident alien, or legal alien granted indefinite stay by the U.S. Bureau of Citizenship and Immigration Services. Other persons not meeting the 12 month legal residence requirement may be classified as Florida Residents for tuition purposes only if they fall within one of the limited special categories authorized by the Florida Legislature and the Florida Board of Education. All other persons are ineligible for classification as a Florida "resident for tuition purposes." (s.1009.21, F.S.)

Living in or attending school in Florida will not, in itself, establish legal residence. Students who depend on out-of-state parents for support are presumed to be legal residents of the same state as their parents.

NON-FLORIDA RESIDENTS: I understand that I do not qualify as a Florida resident for tuition purposes for the term for which this application is submitted. If I should qualify for a future term, I will file the required documentation before the beginning of the term for which I am seeking Florida residency classification.

Signature (in blue or black ink)

SSN

Date

FLORIDA RESIDENTS: Complete this section in full if you claim Florida residency. See Residency Classification for further information.

- A copy of your and/or your parents' most recent tax return or other documentation may be requested to establish dependence/independence.
- A copy of marriage certificate is required in **all cases** of a spouse claiming a partner's residency.
- A. I am an **Independent person** and have maintained legal residence in Florida for at least the last consecutive 12 months.
- B. I am a **dependent person** and my parent or legal guardian has maintained legal residence in Florida for at least the last consecutive 12 months.
- C. I am a **dependent person who has resided for five years** with an adult relative other than my parent or legal guardian, and my relative has maintained legal residence in Florida for at least the last consecutive 12 months. (Required: Copy of most recent tax return on which you were claimed as a dependent or other proof of dependency.)
- D. I am **married to a person** who has maintained legal residence in Florida for at least the last consecutive 12 months. I now have established legal residence and intend to make Florida my permanent home. (Required: Copy of marriage certificate, claimant's voter registration, driver's license, and vehicle registration.)
- E. I was **previously enrolled at a Florida state institution** and classified as a Florida resident for tuition purposes. I abandoned my Florida domicile **less than 12 months ago** and am now re-establishing Florida legal residence.
- F. According to the Bureau of Citizenship and Immigration Services, I am a **permanent resident alien or other legal alien** granted indefinite stay and I have maintained a domicile in Florida for at least the last consecutive 12 months. (Required: Immigration documentation and proof of Florida residency status.)
- G. I am a **member of the armed services** of the United States and am stationed in Florida on active military duty pursuant to military orders, or whose home of record is Florida, or I am the **member's spouse or dependent child**. (Required: Copy of military orders or DD2058 showing home of record.)
- H. I am a full-time instructional or administrative employee employed **by a Florida public school, community college or institution of higher education** or I am the employee's **spouse or dependent child**. (Required: Copy of employment verification.)
- I. I am part of the **Latin American/Caribbean scholarship program**. (Required: Copy of scholarship papers.)
- J. I am a qualified beneficiary under the terms of the **Florida Prepaid College Program** (s.1009.98,F.S.) (Required: Copy of Florida prepaid recipient card).
- K. I am living on the Isthmus of Panama and have completed 12 consecutive months of college work at the F.S.U. Panama Canal Branch, or I am the student's spouse or dependent child. (Required: Copy of marriage certificate or proof of dependency.)
- L. I am a full-time **employee of a state agency** or political subdivision of the state whose student fees are paid by the state agency or political subdivision for the purpose of job-related law enforcement or corrections training.
- M. I am a **Southern Regional Education Board's** Academic Common Market graduate student (Required: Certification letter from state coordinator.)
- N. I am a **McKnight Fellowship** recipient. (Required: Verification from Graduate Studies.)
- O. I am an active member of the **Florida National Guard** who qualifies under s.250.10 (7) and (8) for the tuition assistance program.
- P. I am an **active duty member** (or the spouse of the member) of the **Armed Services of the United States** attending a public community college or university within 50 miles of the military establishment where the member is stationed, if such a military establishment is in a county contiguous of Florida.
- Q. I am an **active duty member** (or spouse or dependent child of) of the **Canadian military** residing or stationed in Florida under the North American Aerospace Defense Command (NORAD) Agreement, attending a public community college or university within 50 miles of the military establishment where the active duty member is stationed.

Person claiming residency must complete this section in full. Attach required documentation (If any).

- Documents supporting the establishment of legal residence must be dated, issued, or filed **12 months before the first day of classes** of the term for which a Florida resident classification is sought. All documentation is subject to verification.
- Additional documentation other than what is required above may be requested in some cases.

PLEASE PRINT

1. Name of Student: _____
2. SSN: _____
3. Name of person claiming Florida residency: _____
4. Claimant's relationship to student: _____
5. Claimant's permanent legal address: _____
Street / P.O. Number / Apartment
6. _____
City State Zip Code
7. (____) _____ (____) _____
Claimant's home telephone number Claimant's cell phone number
8. Date claimant began establishing legal Florida residence and domicile: ____ / ____ / ____
9. Are you a U.S. citizen? ____ Yes ____ No
10. Non-U.S. citizen only. Resident alien number: _____ Issue Date: ____ / ____ / ____
(Copy of both sides of card required)

Tier One Documents (At least ONE document MUST be from Tier One) See Information for Residency Classification, DOCUMENTARY EVIDENCE for further information.

11. Claimant's voter registration State: _____ Number: _____ County: _____
Issue Date: ____ / ____ / ____
12. Claimant's driver's license State: _____ Number: _____
Issue Date: ____ / ____ / ____
13. Claimant's vehicle registration State: _____ Tag Number: _____ Issue Date: ____ / ____ / ____
14. Other Tier One Document _____

Tier Two Document (May be used in conjunction with one document from Tier One) See Information for Residency Classification, DOCUMENTARY EVIDENCE for further information.

15. Tier Two Document _____

I do hereby swear or affirm that the above-named student meets all the requirements indicated in the checked category above for classification as a Florida resident for tuition purposes. I understand that a false statement in this affidavit will subject me to penalties for making a false statement pursuant to s.837.06,F.S.

Signature (in blue or black ink) of person claiming Florida residency as listed on Item #3 above **Date**

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**DO NOT FORGET TO ATTACH DOCUMENTARY EVIDENCE.
OFFICE USE ONLY**

West Area Designee: _____ Title: _____ Date: _____

Information for Residency Classification

The instructions below do not comprise a comprehensive statement regarding residency classification. This Residency Application and Affidavit along with copies of documentary evidence must be submitted to Student Services.

DEPENDENT OR INDEPENDENT

The determination of dependent or independent status is important for residency classification because it is the basis for whether the student has to submit his/her own documentation of residency (as independent) or his/her natural/adoptive parent's or legal guardian's documentation of residency (as dependent).

Independent Student Criteria (Must meet at least one criterion to be considered independent.)

1. The student is 24 years of age or older by the first day of classes of the term for which residency status is sought at a Florida institution.
2. The student is married. (Copy of marriage license or, if appropriate, divorce decree is required.)
3. The student has children who receive more than half of their support from the student. (Copy of most recent federal income tax return listing children as dependents is required.)
4. The student has other dependents who live with and receive more than half of their support from the student. (Copy of most recent tax return listing dependents is required.)
5. The student is a veteran of the U.S. Armed Forces or is currently serving on active duty in the U.S. Armed Forces for purposes other than training. (Copy of DD214 or military orders is required.)
6. Both of the student's parents are deceased or the student is or was (until age 18) a ward/dependent of the court. (Copy of parents' death certificates or a court order or letter from Children and Family Services is required.)
7. The student has established independent annual financial resources of at least \$6,500 per year. (Copy of most recent federal income tax return and W2 form(s) are required.)

Dependent Student: If you are under the age 24 and 50% or more of your support is provided by another as defined by the IRS, you will be classified as a dependent student and your parents or legal guardians will need to provide proof of residency. 6A-10.044(7)(b) F.A.C.

DOCUMENTARY EVIDENCE

The Claimant **MUST** provide **TWO** forms of evidence from the following lists; **at least one document MUST be from Tier One**. One document from Tier Two may be used in conjunction with one document from Tier One. **All documents supporting the establishment of legal residence** (whether from Tier One and/or Tier Two) **must be dated, issued or filed 12 consecutive months before the Proof of Florida Residency Deadline date established for the term for which Florida Resident classification is sought**.

Tier One (at least ONE of the two documents submitted must be from the following list)

1. Florida Driver's license (if known to be held in another state previously, must have relinquished)
OR a State of Florida identification card (if evidence of no ties to another state)
2. Florida voter registration card
3. Florida vehicle registration (must show the last 12 consecutive months, two consecutive years of vehicle registrations may be required)
4. Declaration of domicile in Florida (12 months from the date the document was sworn and subscribed as noted by the Clerk of Circuit Court)
5. Transcripts from a Florida high school for multiple years (if Florida high school diploma or GED was earned within the last 12 months)
6. Proof of permanent full-time employment in Florida (one or more jobs for at least 30 hours per week for a 12-month period).
7. Benefit histories from Florida agencies or public assistance programs

Tier Two (may be used in conjunction with one document from Tier One)

1. A Florida professional or occupational license
2. Florida incorporation
3. Documents evidencing family ties in Florida (Legal guardianship papers or other official court documents)
4. Proof of membership in Florida-based charitable or professional organizations
(Note: membership in a church does not constitute membership in a Florida-based charitable organization)
5. Any other documentation that supports the student's request for resident status
Example of "other" documentation:
Utility bills and proof of the last 12 consecutive months of payments
Lease agreement and proof of the last 12 consecutive months of payments
State or court documents evidencing legal ties to Florida

Unacceptable Documents (may not be used)

Satellite TV, Cell/Mobile phone bills
Hunting/Fishing licenses
Library cards
Shopping club/Rental cards
Birth certificates
Passports