

Student Name: _____ Panther ID: _____

Legal Permanent Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

Email: _____ Date of Birth: _____ Age: _____

Term Applying for Reclassification: _____ First FIU Term: _____

Have you previously applied for a change of residency? _____ If yes, what term? _____

Are you a U.S. Citizen? _____ (Required: Copy of Passport, Birth Certificate, Naturalization, or Voter's Card)

Are you a permanent resident alien or a legal alien granted indefinite stay by DHS? _____
(Required: Copy of alien registration card or verification of visa status. Eligible visa categories: A, E, G, H-1B, I, K, L, N, O-1, R, NATO 1-7, S, T, U, V, parolees, refugees, or those holding asylum).

Students who hold F-1 or J-1 visas are not eligible for in-state tuition. F-1 students who have applied for permanent residency must submit an I-485 and obtain an Acknowledgement Statement from International Student Services. Contact information: Modesto A. Maidique Campus, GC 355, (305) 348-2421; Biscayne Bay Campus, WUC 363, (305) 919-5813.

For Office Use Only:

OneStop Stamp

Staff Name: _____

Staff Initials: _____

Date: _____

This application is for Continuing Students who wish to request reclassification from a “non-resident for tuition purposes” to a Florida “resident for tuition purposes.”

Residency for tuition purposes is governed by the Florida State Statue 1009.21 and the Board of Education Rule 6A-10.044, Florida Administrative Code.

Florida International University will evaluate all documents submitted and is authorized to make decisions regarding residency for tuition purposes within the bounds of the law. This document is provided as an informational resource and in no way replaces or supersedes Florida State Statue 1009.21, Board of Education Rule 6A-10.044, or the Board of Governors Rule. The Florida Residency Requirements for Tuition Purposes are available online at <http://www.flbog.org/forstudents/ati/resrequirements.php>.

Florida International University cannot make exceptions to the guidelines set forth by the state. This includes exceptions based on financial hardship or other extenuating circumstances.

All applicants should submit the Residency Reclassification Application by the **appropriate semester deadline** as indicated on the **Academic Calendar**, which can be found online at <http://onestop.fiu.edu>.

**REQUESTS SUBMITTED AFTER THE PUBLISHED DEADLINE
WILL BE CONSIDERED FOR THE FOLLOWING TERM.**

A person may be a “legal resident” of Florida, as outlined in Florida State Statue 222.17, and also be considered a “non-resident for tuition purposes” under Florida State Statue 1009.21. Residence in Florida must be for the purpose of maintaining a bona fide domicile in the State. ***Living in and/or attending school in Florida will not, in itself establish legal residence. All supporting documents must be dated at least twelve months prior to the first day of class*** for the term in which the student is requesting reclassification. No single document shall be considered conclusive. It is the applicant’s responsibility to provide and establish the facts that justify classification as a Florida resident for tuition purposes.

Submission of this application does not guarantee reclassification. Approved residency reclassification applications will not be applied retroactively to previous terms. Changes in residency classification are approved for future semesters only. **All sections of this form must be completed and signed by the applicant/claimant. Supporting documentation is required and should be attached to the application.**

The Residency Reclassification Application should be submitted to **OneStop Enrollment Services, MMC PC 130; BBC AC1 100.**

Applicants will receive notification by FIU e-mail regarding the decision for reclassification. Please direct your questions to residency@fiu.edu.

I acknowledge that I have read and understand the information on this page (REQUIRED):

Student Name: _____

Student Signature: _____ **Date:** _____

Residency for tuition purposes is based **solely on one individual/claimant**. A **dependent student** claims Florida residency through a parent, while an **independent student** claims Florida residency with himself/herself as the claimant.

Dependent: A person, whether or not living with his or her parent, who is eligible to be claimed by his or her parent as a dependent under the federal income tax code.

Students who are **dependent** on or claimed as a federal tax exemption by parents who live outside Florida are presumed to be legal residents of the same state as their parents and are **not eligible** for in-state tuition. Monetary gifts, personal loans or financial support in the form of room, board, or other expenses from the student's parents, other relative, a significant other, or friends demonstrates that the student lacks independence and is financially dependent upon others.

Independent: A student who provides more than 50 percent of his/her support (cost of enrollment). A person may also be independent if he/she meets one or more of the following criteria:

- Student is married.
- Student is at least 24 years of age by the first day of classes for the term seeking reclassification.
- Student is currently serving in the United States Armed Forces or is a veteran.
- Student has dependents (children) and provides more than half of their support.
- Student is pursuing a master or doctoral degree during the term in which student is seeking reclassification.
- Student is or was (until age 18) a ward of the court.
- Both of the student's parents are deceased.
- Student is classified as an Independent person by the Financial Aid Office.

Please select **ONE** of the following list by placing an "X" in the box to the left:

	I am an independent person and have maintained legal residence in Florida for at least 12 months. No one claims me as a dependent.	Required: copy of your most recent tax return (signed) with W2s. If you are under the age of 24, you must also provide copies of your parent's most recent tax return.
	I am a dependent person and my parent/legal guardian has maintained residence in Florida for at least 12 months. "Parent" means either or both parents of a student, any guardian of a student, or any person in a parental relationship to a student.	Required: copy of your parent or legal guardian's most recent tax return, signed.
	I am a dependent person who has resided for three years with an adult relative other than my parent or legal guardian, and my relative has maintained legal residence in Florida for at least 12 months. However, with respect to a dependent child living with an adult relative other than the child's parent, such child may qualify as a resident for tuition purposes if the adult relative is a legal resident who has maintained legal residence in this state for at least 12 consecutive months immediately before the child's initial enrollment in an institution of higher education, provided the child has resided continuously with such relative for the 3 years immediately before the child's initial enrollment in an institution of higher education, during which time the adult relative has exercised day-to-day care, supervision, and control of the child.	Required: copy of relative's signed tax return for the past 3 years.
	I am married to a person who has maintained legal residence in Florida for at least 12 months. I have established legal residence and intend to make Florida my permanent home.	Required: copy of your spouse's most recent tax return (signed) and marriage certificate.

Florida law allows some applicants who have not maintained a bona fide domicile in Florida for the requisite 12 month period to be classified as a Florida Resident. Please review the **Exception Categories** listed below and mark any that apply by placing an “X” in the box to the left. If you do not qualify under an Exception Category, please leave this section blank.

	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 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 correction training.	Required: Copy of enrollment verification and/or approved tuition waiver form.
	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.	Required: Evidence of previous enrollment as a resident (benefit applies only once).
	I am a member of the armed services of the United States and I am stationed in Florida on active military duty pursuant to military orders, or whose home of record is Florida, or I am a member’s spouse or dependent child.	Required: Copy of military orders or DD2058 showing home of record.
	I am part of the Latin American/Caribbean Studies Program .	Required: Copy of scholarship papers.
	I am a qualified beneficiary under the terms of the Florida Prepaid College Program (s. 240.551, F.S.).	Required: Copy of most recent Florida prepaid recipient card or statement.
	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 enrollment verification and marriage certificate or proof of dependency.
	I am a Southern Regional Educational Board’s Academic Common Market graduate school.	Required: Certification letter from state coordinator.
	I am a McKnight Fellowship recipient.	Required: Verification from graduate studies.
	I am an active member of the Florida National Guard who qualifies under s.250.10(7) and (8) for the tuition assistance program.	Required: National Guard Documents.
	I am an active duty member (or the spouse of a 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 to Florida.	Required: Military documents.
	I am an active duty member (or spouse or dependent child of a member) of the Canadian military residing or stationed in Florida under the North American Air Defense (NORAD) agreement, attending a public community college or university within 50 miles of the military establishment where the member is stationed.	Required: Military documents.
	I am a U.S. citizen living outside the U.S. who is teaching at a Department of Defense Dependent School or in a American International School and who has enrolled in a graduate level educational program which leads to a Florida teaching certificate.	Required: Proof of enrollment in qualifying program.
	I am an active duty member (or spouse or dependent child of the member) of a foreign nation’s military who is serving as a liaison officer, residing or stationed in Florida and attending a community college or state university within 50 miles of the military establishment where the member is stationed.	Required: Military documents.

BASED ON THE INFORMATION YOU SELECTED ON PAGE 3, PLEASE COMPLETE ONLY ONE OF THE TWO SECTIONS BELOW:

Independent students must provide proof of maintaining a permanent full-time position for at least 12 months prior to the first day of class for the term requesting reclassification.

If you are an **Independent person**, as determined by federal tax law or one of the exceptions, **please complete the following information regarding your sources of income and support:**

Name of Employer: _____

Employer's Address: _____

City: _____ State: _____ Zip: _____ Phone: _____

Dates of Employment: _____ Salary/Hourly Pay: _____ Hours per Week: _____

If you are a **Dependent Person** (or married to a person who has maintained legal residence in Florida for at least 12 months), **please indicate the following information regarding your claimant:**

Name of Claimant: _____ Relationship to Student: _____

Claimant's Legal Permanent Address:

City: _____ State: _____ Zip: _____ Phone: _____

Date claimant began establishing legal Florida domicile: _____

Is the Claimant a U.S. Citizen? _____
(Copy of Passport, Birth Certificate, Naturalization, or Voter's Card, if applicable)

Is the Claimant a permanent resident alien or a legal alien granted indefinite stay by DHS? _____
(Copy of alien registration card or verification of visa status, if applicable. Eligible visa categories: A, E, G, H-1B, I, K, L, N, O-1, R, NATO 1-7, S, T, U, V, parolees, refugees, or those holding a protected status or asylum).

All Applicants:

Changing your residency status may impact your scholarships and other financial aid awards.

Note: You are required to submit documents (tax returns, employment records, financial aid award letters, etc) to support your claim of Independent status.

I acknowledge that I have read and understand the information on this page (REQUIRED):

Student Name: _____

Student Signature: _____ **Date:** _____

Evidence of legal residency and its duration shall include clear and convincing documentation that residency in this state was for a minimum of 12 consecutive months prior to a student's reclassification request and that ties to the claimant's former state were severed. A minimum of **three documents** from the list below are required. **No single piece of evidence shall be conclusive, and FIU reserves the right to request additional documents beyond the minimum of three (per F.S. 1009.21) to ensure clear and convincing evidence of Florida residency.**

At least one of the following must be submitted:

- A Florida voter's registration card.
- A Florida driver's license.
- A State of Florida identification card.
- A Florida vehicle registration.
- Proof of a permanent home in Florida which is occupied as a primary residence by the individual or by the individual's parent if the individual is a dependent child.
- Proof of a homestead exemption in Florida.
- Transcripts from a Florida high school for multiple years if the Florida high school diploma or high school equivalency diploma was earned within the last 12 months.
- Proof of permanent full-time employment in Florida for at least 30 hours per week for a 12-month period.

The documents may include one or more of the following:

- A declaration of domicile in Florida (pursuant to Section 222.17, F.S., the date that an applicant shall be deemed as establishing residency for 12 months is the date that the Clerk of Circuit Court notes the declaration was sworn and subscribed to the Clerk).
- A Florida professional or occupational license.
- Florida incorporation.
- A document evidencing family ties in Florida.
- Proof of membership in a Florida-based charitable or professional organization.
- Utility bills and proof of 12 consecutive months of payments (electric and water **ONLY**).
- A lease agreement and proof of 12 consecutive months of payments.
- An official state, federal, or court document evidencing legal ties to Florida.

I _____ hereby declare that I have read the foregoing document and that the facts stated in it are true and further affirm the authenticity of the information provided on all pages of this Residency Reclassification Application. I understand that any false or misleading information on this Residency Reclassification Application, or provided in support of this Reclassification Application, will subject me to penalties pursuant to section 837.06, Florida Statutes, for making a false statement. I give permission for the institution to review or examine any and all documents and records, including those accessible electronically, which may assist in support of my status as a Florida resident for tuition purposes.

Signature of Student or Claimant: _____ **Date:** _____