The University of Vermont
Application for In-State Status

Residency criteria for tuition purposes are required by Vermont State law. Please read The University of Vermont Board of Trustees Residency Regulations on page 2 of this application.

Instructions: Read directions carefully and review all the questions before completing the application. Space is provided on the last page for you to elaborate further on your reasons for seeking in-state classification for tuition purposes. Incomplete forms or lack of acceptable documentation will delay the processing of your application. Please print legibly.

Provide the supporting documentation requested under each section to support your claim to be a Vermont resident. Simply completing the Application for In-State Status is not sufficient to prove your residency in Vermont. Documentation is not only crucial, it is required. Failure to provide complete and accurate information or failure to submit the required documentation with your application will result in a nonresident classification. Please provide as much information and documentation as you can and sign the application on page 8. All documentation you provide becomes the property of the University and cannot be forwarded or returned.

Common-law domicile is itself not sufficient to establish eligibility for in-state status at the University of Vermont. It is the responsibility of each individual applicant to demonstrate compliance with the University’s in-state residency requirements.

Mail or deliver your completed application to: Residency Officer, The University of Vermont, Office of the Registrar, 360 Waterman, 85 South Prospect Street, Burlington, VT 05405. After your completed application and documentation are received, the Residency Officer will review the information within the context of the University’s Residency Regulations. You will receive a letter (usually within 2 weeks) notifying you of your residency classification for tuition purposes. If your classification is out-of-state, you will be given information about the appeal process. A student must first apply for and be denied residency before attempting an appeal. Make a copy of this application for your personal records.

Priority date for residency applications: 14 days before the last day to register for the semester. Due to the high volume in our office immediately before and during registration, we cannot guarantee that applications received or completed after the priority date will be processed before the tuition payment due date. If your residency status has not been resolved before your payment due date, you must contact Student Financial Services regarding payment of your bill. Late applications will be processed on a first-come, first-served basis. If your application is received after the last day of registration, it will be considered for the next semester.

Rev 9 July 2012
IN-STATE STATUS REGULATIONS

The Vermont Legislature has established a lower rate of tuition for students who are Vermont residents. These regulations define eligibility requirements for in-state status classification. All students at The University of Vermont and State Agricultural College (UVM) shall be assigned an in-state or out-of-state status classification consistent with these regulations. Vermont domicile must be established for a student to be eligible for in-state status.

In-State Classification Rules

1. Domicile shall mean a person’s true, fixed, and permanent home. It is the place at which one intends to remain indefinitely and to which one intends to return when absent.

2. As one element of domicile, a student must reside in Vermont continuously for one year prior to the semester for which in-state status is sought.

3. A residence or domicile established for the purpose of attending UVM shall not qualify a student for in-state status.

4. An in-state status applicant who applies for admission or registers for class within one year of first moving to the state shall have created a rebuttable presumption that residency in Vermont is for the purpose of attending UVM and/or acquiring in-state status for tuition purposes.

5. A domicile or residency classification assigned by a public or private authority neither qualifies nor disqualifies a student for UVM in-state status. Such classification may be taken into consideration, however, in determining the student's status at UVM.

6. It shall be presumed that a student who has not reached the age of majority (18) holds the domicile of his/her parents or legal guardian(s).

7. Receipt of financial support by a student from his/her family shall create a rebuttable presumption that the student's domicile is with his/her family, regardless of whether the student has reached the age of 18.

8. A student who has not reached the age of 18 whose parents are legally separated or divorced shall be rebuttably presumed to hold the domicile of the parent with legal custody.

9. A student of parents legally separated or divorced may be granted in-state status if a noncustodial or joint custodial parent is domiciled in Vermont and has contributed more than 50 percent of financial support for at least one year prior to the semester for which in-state status is sought.

10. The burden of proof as to eligibility for in-state status rests with the student. Eligibility must be established by clear and convincing evidence.

Residency Rules for Members of the Armed Forces and Their Family Members

In compliance with the Higher Education Opportunity Act, the following rules and definitions apply for members of the armed forces, their spouses and dependent children:

1. A member of the armed forces who is on active duty for a period of more than 30 days and whose domicile or permanent duty station is in Vermont, or his or her spouse or dependent children, will be charged tuition at the in-state rate.

2. The member of the armed forces or his or her family member eligible for in-state tuition under this paragraph will continue to be eligible for in-state tuition as long as the individual is continuously enrolled, even if there is a subsequent change in the permanent duty station of the member to a location outside of the State of Vermont.

3. For purposes of this Rule for members of the armed forces the following definitions apply:
   a. “Armed Forces” means the Army, Navy, Air Force, Marine Corps, and Coast Guard.
   b. “Active duty for a period of more than 30 days” means active duty under a call or order that does not specify a period of 30 days or less.
   c. “Active duty” means full-time duty in the active military service of the United States and includes full-time training duty, annual training duty, and attendance, while in the active military service, at a school designated as a service school by law or by the Secretary of the military department concerned. Such term does not include full-time National Guard duty.

In-State Status Classification Documentation

1. The student must submit with the application form all relevant information.

2. The classification decision shall be based upon information furnished by the student, information requested of the student, and other relevant information available consistent with University policies and procedures and legal guidelines.

3. Testimony, written documents, affidavits, verifications, and/or other evidence may be requested.

4. The student's failure to produce information requested may adversely affect the decision for in-state status.

5. A student or others furnishing information may request the deletion from documents of irrelevant private data.

In-State Status Classification Appeals

16. The decision of the Residency Officer must be appealed in writing to the Residency Appellate Officer within thirty (30) calendar days of the date of the Residency Officer's written decision. Appeal to the Residency Appellate Officer is the final appeal at UVM.

In-State Status Reclassification

17. A student who does not qualify for in-state status classification may reapply for such classification each subsequent semester.

18. In-state status classification becomes effective the first semester following the date of successful application.

Re-Examination of Classification Status

19. Classification status may be re-examined upon the initiative of the Residency Officer in the exercise of sound discretion. Circumstances such as periodic enrollment may be cause for re-examination.
SECTION 1 – APPLICANT IDENTIFICATION INFORMATION
TO BE COMPLETED BY ALL APPLICANTS

IDENTIFICATION

STUDENT’S NAME (LAST, FIRST, MIDDLE) ___________________________ SOCIAL SECURITY NUMBER ___________________________

For what term are you now seeking in-state status? ☐ Fall ☐ Spring ☐ Summer / Year_____

I am:
☐ A New Student
☐ A Continuing Student
☐ A Returning Student
☐ An Applicant
☐ Registered for a class

In:
☐ An Undergraduate College or School
☐ The Graduate College
☐ The College of Medicine
☐ Continuing Education
☐ The Post-Baccalaureate Pre-Medical Program
☐ The Post-Baccalaureate Teacher Preparation Program
☐ A Continuing Education Certificate Program

If you are a continuing or former student, when did you first enroll at The University of Vermont?
☐ Fall ☐ Spring ☐ Summer / Year_____

If you are not a continuing or former student, have you previously applied for admission to The University of Vermont? ☐ YES ☐ NO

If yes, what was the semester of your most recent application? ☐ Fall ☐ Spring ☐ Summer / Year_____

Have you previously applied for in-state status at The University of Vermont? ☐ YES ☐ NO

If yes, what was the semester of your most recent application? ☐ Fall ☐ Spring ☐ Summer / Year_____

ADDRESS FOR REPLY (STREET, CITY, STATE & ZIP)

________________________________________________________

PERMANENT ADDRESS (STREET, CITY, STATE & ZIP)

________________________________________________________

________________________________________________________

LOCAL PHONE NUMBER _________________________________

AGE ___________ BIRTHDATE _______________ PLACE OF BIRTH _______________________

Person(s) with whom you live: (check one)

☐ father and mother ☐ father only ☐ mother only ☐ spouse/partner in civil union ☐ other (specify)

________________________

ARE YOU A CITIZEN OF THE UNITED STATES? ☐ YES ☐ NO

If you are not a U.S. citizen, what is your visa type? ___________________________ Date of issue_________________

Do you hold permanent or temporary resident immigration status? ☐ YES ☐ NO

Do you hold “Refugee-Parolee,” “Conditional Entrant,” or “PRUCOL” status? ☐ YES ☐ NO

If you are not a U.S. citizen but hold permanent resident immigration status, temporary resident status, or refugee status, attach a copy of both sides of your Resident Alien Card, Form I-94, Temporary Resident Card or other verification of your status with the Immigration and Naturalization Service (INS).
EDUCATION

Did you graduate from a Vermont high school? □ YES □ NO

IF YES, NAME AND LOCATION OF HIGH SCHOOL: ________________________________

PLEASE LIST ALL INSTITUTIONS OF HIGHER EDUCATION YOU HAVE ATTENDED IN CHRONOLOGICAL ORDER.

<table>
<thead>
<tr>
<th>INSTITUTION (S)</th>
<th>DATES ATTENDED</th>
<th>Were you assessed in-state tuition?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>mm/dd/yy</td>
<td>□ YES □ NO</td>
</tr>
<tr>
<td></td>
<td>mm/dd/yy</td>
<td>□ YES □ NO</td>
</tr>
<tr>
<td></td>
<td>mm/dd/yy</td>
<td>□ YES □ NO</td>
</tr>
</tbody>
</table>

If you have been out of Vermont to attend a private high school or a college or university, the following must be submitted with the residency application:

1. Verification that you resided in Vermont for a minimum of one year before leaving the state to attend school.
2. Verification from the out-of-state college or university that you were enrolled as a nonresident and you paid nonresident tuition. (If enrolled in a private school, provide verification of enrollment).
3. Proof that you maintained ties with Vermont (such as driver's license, vehicle registration, bank accounts, voter registration, maintenance of personal belongings) and that you did not take steps to establish a domicile in another state.

APPLICANT STATUS

Are you applying for in-state status as a dependent student whose parent or court-appointed legal guardian has maintained a bona fide domicile in the State of Vermont for at least one year? □ YES □ NO

If yes, you do not need to complete SECTION 2 of this form. Your parent or legal guardian must complete SECTION 3 and you must complete SECTIONS 1 and 4.

Are you applying for in-state status as the child of a noncustodial or joint custodial parent who has maintained a bona fide domicile in the State of Vermont for at least one year? □ YES □ NO

Has this parent contributed more than 50 percent of your financial support for at least one year prior to the semester for which in-state status is sought? □ YES □ NO

If yes, you do not need to complete SECTION 2 of this form. Your parent or legal guardian must complete SECTION 3 and you must complete SECTIONS 1 and 4.

Are you applying for in-state status as a financially independent student? □ YES □ NO

If yes, you must sign the following statement and complete SECTIONS 1, 2, 3 and 4 of this form. If no, you need to have the person who provides your financial support complete SECTION 3.

I have not been and will not be claimed as an exemption for federal income tax purposes by any person except myself or my spouse for the current calendar year and for the calendar year immediately before the year in which this application is made; and I have not received and will not receive financial assistance in cash or in kind of an amount equal to or greater than that which would qualify me to be claimed as an exemption for income tax purposes by any person except myself or my spouse during the current year and for the calendar year immediately before the year in which this application is made.

__________________________________  ________________________________
Signature                                      Date

______________________________  ________________________________
City                                      State

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SECTION 2 – INDEPENDENT STUDENT INFORMATION
TO BE COMPLETED BY APPLICANTS CLAIMING FINANCIAL INDEPENDENCE

1. Did you come to Vermont primarily to attend school? □ YES □ NO
2. Were you transferred to Vermont or did you come to Vermont to accept an offer of full-time employment? □ YES □ NO
   ☑ IF YES, ATTACH A PHOTOCOPY OF CONTRACT OR OTHER PROOF OF EMPLOYMENT EFFECTIVE DATE
3. Did you come to Vermont primarily to work full-time, practice a profession or conduct a full-time business? □ YES □ NO

How are you financing the cost of your education and living expenses? List all sources of financial support received during the 12-month period preceding enrollment (employment, spouse/partner in civil union’s employment, parents, loans, savings, etc.) You should show your plan to continue independently financing your education.

<table>
<thead>
<tr>
<th>Sources of Income</th>
<th>Amount</th>
<th>Previous Calendar Year</th>
<th>Amount</th>
<th>Current Calendar Year</th>
</tr>
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<tbody>
<tr>
<td></td>
<td></td>
<td>Jan-Dec _____</td>
<td></td>
<td>Jan-Dec _____</td>
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<tr>
<td>Your earnings</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Your savings</td>
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<tr>
<td>From father</td>
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<td>From mother</td>
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<td>From guardian</td>
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<tr>
<td>From other relatives</td>
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<tr>
<td>Trust/educational fund</td>
<td></td>
<td></td>
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<tr>
<td>Financial Aid awards</td>
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<tr>
<td>Other (Specify)</td>
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</table>

To substantiate your financial independence, you are required to submit appropriate documentation. It is to your benefit to include as many of the following documents as possible:

1. A true and correct copy of your state and federal income tax return for the calendar year immediately before the year in which this application is made. If you did not file a state or federal income tax return because of minimal or no taxable income, documented information concerning the receipt of such nontaxable income must be submitted.
2. A true and correct copy of all W2 forms filed for the previous calendar year.
3. Other documented financial resources. Such other resources may include, but are not limited to, the sale of personal or real property, trust fund, state or financial assistance, gifts, or earnings of your spouse/partner in civil union.
4. If you are 24 or younger, provide a true and correct copy of the first and signature page of the state and federal tax return of your parents, legally appointed guardian(s), or person or persons who had legal custody of you for the calendar year immediately before the year in which this application is made. The extent of the disclosure required concerning the parent’s or legal guardian’s state and federal tax returns is limited to the listing of dependents claimed and the signature of the taxpayer and shall not require disclosure of financial information contained in the returns.
5. If you are 24 or younger and married or partner in a civil union, provide proof of your marriage or civil union.
SECTION 3 – PROOF OF ELIGIBILITY
TO BE COMPLETED BY THE STUDENT IF CLAIMING FINANCIAL INDEPENDENCE. IF AN APPLICANT IS CLAIMING ELIGIBILITY FOR IN-STATE STATUS BASED ON THE PRESENCE IN VERMONT OF A FAMILY MEMBER OR LEGAL GUARDIAN, THAT PERSON MUST COMPLETE THIS SECTION.

This section is being completed by: ____________________________________________ Full legal name of person(s) completing this section.

☐ APPLICANT

OR CHOOSE FROM THE FOLLOWING:
☐ BIOLOGICAL OR ADOPTIVE FATHER WHO CLAIMS APPLICANT AS A DEPENDENT
☐ BIOLOGICAL OR ADOPTIVE MOTHER WHO CLAIMS APPLICANT AS A DEPENDENT
☐ LEGAL GUARDIAN
☐ BIOLOGICAL OR ADOPTIVE FATHER WHO IS A NONCUSTODIAL OR JOINT CUSTODIAL PARENT
☐ BIOLOGICAL OR ADOPTIVE MOTHER WHO IS A NONCUSTODIAL OR JOINT CUSTODIAL PARENT
☐ OTHER _______________________________________________ (please describe)

Verification of the student’s dependent status or your contribution of financial support must be documented (custody, support, guardianship decrees or agreements, etc.).

Date Vermont became your permanent home: ______ /______/______

List chronologically your employment and physical residence for the last five years. If you were not employed, list your physical residence. Attach additional page if necessary.

<table>
<thead>
<tr>
<th>DATES OF EMPLOYMENT</th>
<th>OCCUPATION</th>
<th>PHYSICAL RESIDENCE</th>
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<tbody>
<tr>
<td>mm/dd/yy</td>
<td>mm/dd/yy</td>
<td>Employer</td>
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<td></td>
<td></td>
<td>Job Title, Job Description</td>
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<td></td>
<td>City, State</td>
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<td>From</td>
<td>To</td>
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Provide proof of your presence in Vermont for the past 12 months (for example, lease or home purchase agreements, cancelled rent checks, rent receipts, letters from landlords).

Over the past three years have you been absent from the state for a period of more than 30 days? ☐ YES ☐ NO If yes, list the dates and reason(s) for such absences.

<table>
<thead>
<tr>
<th>DATES OF ABSENCE</th>
<th>LOCATION</th>
<th>PURPOSE OF ABSENCE</th>
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<td>City, State</td>
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<td>From</td>
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Military/Civil Service Personnel Who Have Been Out of State:
• Provide documented evidence that you resided in Vermont for a minimum of one year before leaving the state for military or civil service assignment and that you are currently in the military or civil service. Include military home of record and/or state of legal residence certification.
• Provide evidence that Vermont is your tax state and that you have not established resident status in any other state or the District of Columbia.
• Provide verification that you have maintained some ties with Vermont while out of state (for example, proof of voter registration, driver’s license, vehicle registration, bank accounts, or property ownership).
Do you own residential property in Vermont?  □ YES □ NO

DATE OF PURCHASE (mm/dd/yy)

ADDRESS OF PROPERTY

ATTACH COPY OF MOST RECENT PROPERTY TAX BILL AND/OR DEED

Do you maintain a home(s) in another state?  □ YES □ NO

LIST STATE (S)

For the past 5 years, list the State income tax returns YOU have filed. Include ONLY if tax return was actually filed for those years and states. IF YOU DID NOT FILE IN VERMONT IN THE PAST 12 MONTHS, PLEASE STATE THE REASONS.

<table>
<thead>
<tr>
<th>Income Tax Year</th>
<th>State(s) filed to</th>
<th>Filed as Resident</th>
<th>Filed as Non-Resident</th>
<th>Did not file for this year</th>
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Submit a signed and dated copy of your federal and state income tax returns for the most recent year filed.

Are you registered to vote in the state of Vermont?  □ YES □ NO

IF YES, ATTACH A COPY OF YOUR REGISTRATION FROM YOUR TOWN CLERK DOCUMENTING THE DATE OF REGISTRATION. IF YOUR VOTER REGISTRATION IS NOTED ON YOUR VERMONT DRIVER’S LICENSE, A COPY OF THAT LICENSE WILL BE SUFFICIENT DOCUMENTATION.

Do you own or use any motor vehicle registered in the state of Vermont?  □ YES □ NO

IF YES, ATTACH A PHOTOCOPY OF YOUR LATEST MOTOR VEHICLE REGISTRATION (NOT THE TITLE).

Do you have a Vermont driver’s license?  □ YES □ NO

IF YES, ATTACH A PHOTOCOPY OF YOUR MOTOR VEHICLE OPERATOR’S LICENSE AND EVIDENCE OF THE DATE OF ISSUE.

Mark “yes” for the items you have had for the entire preceding 12 months.

Have you had any of the following for the entire preceding 12 months:  YES □ NO □

- a valid Vermont Identification Card? (issued by DMV for non-drivers)
- a checking account with a financial institution in Vermont?
- a savings account with a financial institution in Vermont?
- a professional license(s) in Vermont (physician, nurse, engineer, etc.)?

You must attach a photocopy of each item in the above question that you have had for less than one year.

Mark “yes” for the items you have had at any time during the preceding 12 months.

Have you had any of the following at any time during the preceding 12 months?  YES □ NO □

- a valid driver’s license outside the State of Vermont?
- a valid state Identification card outside the State of Vermont?
- a motor vehicle registered outside the State of Vermont?
- a voter registration outside the State of Vermont?
- a checking account with a financial institution outside the State of Vermont?
- a savings account with a financial institution outside the State of Vermont?
- a professional license(s) valid outside the State of Vermont?

If you answered “yes” to any of the items in the question above, attach a written explanation stating whether this item is currently maintained outside of Vermont and, if so, why it is not maintained within Vermont.
SECTION 4 – APPLICANT’S STATEMENT
TO BE COMPLETED BY ALL APPLICANTS

Why do you feel you are eligible to pay tuition at The University of Vermont at the in-state rate? What was your reason for first moving to Vermont? Has this changed? If so, when and how? Using The University of Vermont Board of Trustees regulations on page 2 of this application, please discuss those regulations that apply to your specific situation. You should provide detailed information about your previous history in Vermont, family ties, and any special circumstances that may exist. Attach additional pages if needed.

I certify that all information I have included in this application is true to the best of my knowledge.

I acknowledge that The University of Vermont may verify the information I have given in this application.

NOTE: Any willfully false statements made in this application are considered a serious offense of fraud against the University, punishable in accordance with the rights and responsibilities sections of The University of Vermont Cat’s Tale, the laws of the State of Vermont, or both.

DATE __________________________ SIGNATURE OF APPLICANT

DATE __________________________ SIGNATURE OF PARENT OR GUARDIAN COMPLETING THIS FORM (IF APPROPRIATE)