

Residency Declaration for Tuition Purposes must be completed and submitted prior to the first day of classes.

# CHIPOLA COLLEGE

# Residency Declaration

A "resident for tuition purposes" is a person who has, or a dependent person whose parent or legal guardian has established and maintained legal residence in the state for at least twelve (12) consecutive months preceding the first day of classes of the term for which Florida residency is sought.

The form is an abbreviated format and is not reflective of the entire statute, which governs the decisions rendered by state colleges and universities. Residency classifications are determined by state law and not by Chipola College. For additional information, please refer to Florida Statute 1009.21 and State Board of Education Rule 6A-10.044.

Complete and return with documentation to:

Admissions and Records  
Chipola College  
3094 Indian Circle  
Marianna, Florida 32446-2053

**Check state of residency:**  FLORIDA  ALABAMA  GEORGIA  OTHER - Complete Non-Resident Statement at bottom of page.

If any of the following statements are true, check that box and then fill out the "Residency Claimant Information" below. If you do not meet any of these criteria, you are a non-resident for tuition purposes and you should sign the Non-Resident Statement at the bottom of this form.

- 1. I am an **independent person** and have maintained legal residence in the state checked above for at least 12 months immediately preceding the first day of classes in term for which this application is submitted. (If under age of 24 years, you must provide one of the following: (1) marriage certificate, (2) copy of birth certificate for student's legal dependent(s), or (3) proof of self-supporting income along with copy of your and your parent's most recent tax return.)
- 2. I am a **dependent person under age 24** and my **parent/legal** guardian has maintained legal residence in the state checked above for at least 12 months. (The Parent or Legal Guardian must complete the claimant information below.) (Legal Guardian must provide documentation of court-appointed guardianship.)
- 3. I am a dependent person under age 24 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 state checked above for at least 12 months. (Provide copy of tax returns or other proof.)
- 4. I was **previously enrolled at a Florida institution of higher education** and classified as a Florida resident for tuition purposes. I abandoned my Florida domicile less than twelve months ago and am now reestablishing Florida legal residence. (Documentation Required)
- 5. I am a **permanent resident alien or other legal alien** according to the Bureau of Citizenship and Immigration Services, granted indefinite stay and have maintained a domicile in the state listed above for at least 12 months. (Required: Copy of Permanent Resident Alien card or other immigration documents, proof of state residency)
- 6. I am an **active duty member** of the Armed Services of the United States residing or stationed in the above state; active drilling member of the state National Guard; or military personnel not stationed in the state whose home of record or state residence certificate, DDForm 2058, is the state listed above.(and spouse/dependent children s. 1009.212(10(a). FS) (Provide copy of military orders.)
- 7. I am an **active duty member** (or spouse, dependent child of a member) of the Armed Services of the United State attending public community college or university within 50 miles of the military establishment where the member is stationed, if such establishment is within a county contiguous of Florida.
- 8. I am a **full-time instructional or administrative employee employed in the state** checked above by a public school, community college or institution for higher education or I am the employee's spouse or dependent child. (Provide copy of employment verification.)
- 9. I am a **qualified beneficiary** under the terms of the **Florida Pre-Paid Postsecondary Expense Program**. S.240.551,F.S.(Copy:Florida Pre-Paid card and claimants residency)
- 10. I am a full-time employee of a state agency or a 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. (Provide copy of employment verification.)

### Residency Claimant Information - This section must be completed by the claimant. Additional information is listed on the back of this form.

Name of Student \_\_\_\_\_ Student's SSN \_\_\_\_\_

Name of Claimant \_\_\_\_\_ I am the  student  parent  Legal Guardian  Other \_\_\_\_\_

Claimant's permanent legal address: \_\_\_\_\_ County of Residence \_\_\_\_\_

Date Claimant Began Establishing Residence \_\_\_\_/\_\_\_\_/\_\_\_\_ In the State of \_\_\_\_\_ (Florida, Alabama, or Georgia)

**Two (2) documents** supporting the establishment of legal residence must be dated, issued or filed at least 12 months before the first day of classes of the term for which residency is sought. Documentation is subject to verification. Failure to establish residence will result in student being classified as out-of-state for tuition purposes.

Driver's License: State \_\_\_\_\_ Number \_\_\_\_\_ Current Issue Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Voter Registration: State \_\_\_\_\_ County \_\_\_\_\_ Number \_\_\_\_\_ Issue Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Vehicle Registration:\*State \_\_\_\_\_ Lic. Tag Number \_\_\_\_\_ \*Current Issue Date \_\_\_\_/\_\_\_\_/\_\_\_\_

\*(List last 2 consecutive years of registration dates, if using vehicle registration as proof.) \*Previous Issue Date \_\_\_\_/\_\_\_\_/\_\_\_\_

I do hereby swear to affirm that the above named student meets all requirements indicated in the checked category above for classification as a 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 837.06 Florida Statutes.

\_\_\_\_\_  
Signature of CLAIMANT

\_\_\_\_\_  
Date

012/2015

### NON-RESIDENT STATEMENT

I do not qualify as a resident of Florida, Alabama, or Georgia for tuition purposes for the term for which this application is submitted. If I should qualify for a future term I must file the required documentation prior to the beginning of the term to be considered for residency reclassification.

\_\_\_\_\_  
Signature of Non-Resident Student

\_\_\_\_\_  
State of Residence

\_\_\_\_\_  
Date

# **RESIDENCY FOR TUITION PURPOSES**

**Florida Students** – A Florida “resident for tuition purposes” is a person who has or a dependent person whose parent or legal guardian has established and maintained legal residence in Florida for at least 12 months prior to the first day of classes.

**Alabama and Georgia Students** – Beginning 2003, the Florida legislature allowed Chipola College the option of providing residents of Alabama and Georgia differential tuition assessment. This means eligible Alabama and Georgia students will pay the current in-state tuition and an additional \$1.00 per credit hour.

**Determining a Claimant** - The claimant is the person who will provide the necessary documentation for establishing Florida residency for tuition purposes. The following individuals may act as claimants:

**1. Student** – the student can act as his or her own claimant if any one of the following applies:

- Student is 24 years of age or older by the first day of classes of the term for which residency is sought at a Florida institution;
- The student is married (provide marriage certificate or joint tax return);
- The student has children who receive more than half of their support from the student (provide birth certificate and tax returns);
- The student has other dependents who live with and receive more than half of their support from the student (provide tax returns);
- The student is a veteran of the United States Armed Forces or is currently serving on active duty in the United States Armed Forces for purposes other than training (provide DD-214 or military orders);
- Both of the student’s parents are deceased or the student is or was (until age 18) a ward/dependent of the court (provide proof)

**2. Parent / Legal Guardian** – a parent means either or both parents of a student, any guardian of a student, or any person in a parental relationship to a student will be the claimant for any student under 24 who does not otherwise qualify as a claimant; when a legal guardian other than the student’s parent acts as claimant, provide proof of court-appointed guardianship

**3. Adult Relative** – for students under the age of 24, when the adult relative has claimed the student on his/her taxes for the past three consecutive years; provide tax returns and proof of physical presence in Florida for past 12 months for both student and adult relative

To be classified as a resident for tuition purposes the claimant must provide evidence of physical and legal ties to Florida. The residency determination must be documented by the submission of written or electronic verification that includes two or more of the following documents dated at least 12 months prior to the first day of classes. Failure to provide the information could result in “out-of-state resident” classification for tuition purposes. Living in or attending school in a state will not, in itself, establish legal residence.

## **Primary Documents (at least one of the two documents must be from this list)**

- State Driver’s license issued 12 months prior to the first day of classes.
- State Identification card issued 12 months prior to first day of classes.
- Voter’s registration card.
- Vehicle registration (last 2 consecutive years) A history print out may be obtained from the Tax Collector’s Office.
- Proof of a permanent home that is occupied as a primary residence of the claimant.
- Proof of homestead exemption – Current property tax form to verify homestead exemption or do a property search from county property appraiser’s website and print page with sales history and exemptions.
- Transcripts from a high school for multiple years (at least 2 academic years), if high school diploma or GED was earned within last 12 months.
- Proof of permanent full-time employment – A letter from employer on official letterhead stating claimants name, address, start date and end date of employment, and indicating full-time employment for at least 30 hours per week for a 12 month period.

## **Other Documents (may be used in conjunction with one Primary Document)**

- Declaration of Domicile (Must show 12 months from the date the document was sworn and subscribed as noted by the Clerk of Court.)
- A professional or occupational license
- State incorporation
- Proof of membership in state-based charitable or professional organizations
- Any other documentation that supports the student’s request for residency; including, but not limited to:
  - utility bills and proof of 12 consecutive months of payments
  - lease agreement and proof of 12 consecutive months of payments
  - official state or court documents evidencing legal ties to state

**Unacceptable Documents (may not be used)** Hunting/fishing licenses, Birth Certificate, Insurance cards, Library Cards, Passport

For additional information visit:

Florida Statute 1009.21

[http://www.leg.state.fl.us/Statutes/index.cfm?App\\_mode=Display\\_Statute&Search\\_String=&URL=1000-1099/1009/Sections/1009.21.html](http://www.leg.state.fl.us/Statutes/index.cfm?App_mode=Display_Statute&Search_String=&URL=1000-1099/1009/Sections/1009.21.html)

State Board of Education Rule 6A-10.044

<https://www.flrules.org/gateway/RuleNo.asp?ID=6A-10.044>