

# RESIDENCE-AND-TUITION STATUS APPLICATION

For Office Use Only


**RETURN TO:**

The University of North Carolina at Greensboro  
Office of the Provost, 201 Mossman Building  
PO Box 26170, Greensboro, NC 27402-6170

Under North Carolina law, a person may qualify as a resident for tuition purposes in North Carolina, thereby being eligible for a tuition rate lower than that for nonresidents for tuition purposes. Copies of the applicable law and of implementing regulations are available for review in the Office of the Provost, the Library, and all admitting offices and may be examined upon request. In essence, the controlling North Carolina statute (G.S. 116-143.1) requires that "to qualify as a resident for tuition purposes, a person must have established legal residence (domicile) in North Carolina and maintained that legal residence at least 12 months immediately prior to his or her classification as a resident for tuition purposes." G.S. 116-143.1 also sets forth statutory definitions, rules, and special provisions for determining residence status for tuition purposes. These provisions include special rules with respect to **certain** persons who are married, are in the military, are North Carolina teachers, are minors, are employees of the UNC system, or are immediate relatives of deceased North Carolina emergency workers. Certain non-U.S. citizens may also qualify for resident tuition status. Additional information may be obtained from UNCG's web site at: <http://www.uncg.edu/pvt/residency>.

**IMPORTANT – READ THESE INSTRUCTIONS BEFORE COMPLETING THIS APPLICATION**

- A. Answer all questions.** If any question is not applicable to your situation, write "N/A." **Failure to answer all questions may result in the application being returned to you and thus delay a decision relative to your residence-and-tuition status.**
- B. Print legibly or type all responses.** If necessary, write "see attached" in the space provided and use separate additional sheets, numbering your responses the same as the corresponding question and stapling these sheets to the application form.
- C. Be completely accurate** to the best of your knowledge and understanding. **Knowing falsification of your responses may subject you to disciplinary action, including dismissal from the institution.** Whenever "date" is requested, give month/day/year.
- D. Sign and date** this application where indicated. **Failure to make the necessary acknowledgements and certifications renders this an invalid application.**
- E. All applications must be submitted to the Office of the Provost before the last day of classes of the academic term for which an applicant wishes to be considered for a change in residence-and-tuition status.**
- F. Attach copies of all supporting documents** as described in questions 29-32 (when applicable). Do not submit originals- the Office of the Provost cannot make copies for your application.

1. Applicant (student's) full name (Mr., Mrs., Miss, Ms.) \_\_\_\_\_
2. Student ID Number \_\_\_\_\_ Citizenship \_\_\_\_\_
3. Date of Birth (M/D/Y) \_\_\_\_\_ Place of Birth \_\_\_\_\_ Sex \_\_\_\_\_ Age \_\_\_\_\_
4. Current Mailing Address (street, city, state, zip) \_\_\_\_\_  
 \_\_\_\_\_ Since (M/D/Y) \_\_\_\_\_ Telephone (\_\_\_\_) \_\_\_\_\_
5. Permanent Home Address (street, city, state, zip) \_\_\_\_\_  
 \_\_\_\_\_ Since (M/D/Y) \_\_\_\_\_ Telephone (\_\_\_\_) \_\_\_\_\_
6. Last Previous Home Address **in** NC (street, city, state, zip) \_\_\_\_\_  
 \_\_\_\_\_ From (M/D/Y) \_\_\_\_\_ To (M/D/Y) \_\_\_\_\_  
 Last Previous Home Address **outside** NC (street, city, state, zip) \_\_\_\_\_  
 \_\_\_\_\_ From (M/D/Y) \_\_\_\_\_ To (M/D/Y) \_\_\_\_\_
7. Are you currently enrolled in UNCG? \_\_\_\_\_ (Yes or No) Are you applying for admission? \_\_\_\_\_ (Yes or No)  
**Check** the earliest term **and indicate the year** in which you want this decision to apply (check only **one** term per application)  
 Fall, 200\_\_\_\_  Spring, 200\_\_\_\_  First Summer Term, 200\_\_\_\_  Second Summer Term, 200\_\_\_\_  
**Check** your appropriate student classification(s) and indicate your major or school/college:  
 Undergraduate Major \_\_\_\_\_  Graduate School/College \_\_\_\_\_
8. List the secondary (high or preparatory) schools you attended in sequence:  

Name	Address (place & state)	From (M/D/Y)	To (M/D/Y)
a) _____	_____	_____	_____
b) _____	_____	_____	_____
9. List ALL post-secondary schools (universities, colleges, junior colleges, community colleges, etc.) you have attended (**including UNCG**):  

Name	Address (place & state)	From (M/D/Y)	To (M/D/Y)
a) _____	_____	_____	_____
b) _____	_____	_____	_____

If married, also list all of the above educational information for your spouse:

Name	Address (place & state)	From (M/D/Y)	To (M/D/Y)
a) _____	_____	_____	_____
b) _____	_____	_____	_____

10. If at any time you previously have applied for a residence determination for tuition purposes at **any** North Carolina public college or university, for EACH give the following information:
- Name of college or university: \_\_\_\_\_
  - What was your residence status determination (check appropriate answer)?      Resident      Non-Resident      Not Determined
  - Term and year you were so classified: \_\_\_\_\_
  - Has your residence status ever been determined by the Provost's Office? \_\_\_\_\_ (Y/N) If "yes," when (M/D/Y)? \_\_\_\_\_

11. Is your Father living? \_\_\_\_\_ (Y/N) Father's Name \_\_\_\_\_ Occupation \_\_\_\_\_  
 Permanent Home Address (street, city, state) \_\_\_\_\_ Since (M/D/Y) \_\_\_\_\_
12. Is your Mother living? \_\_\_\_\_ (Y/N) Mother's Name \_\_\_\_\_ Occupation \_\_\_\_\_  
 Permanent Home Address (street, city, state) \_\_\_\_\_ Since (M/D/Y) \_\_\_\_\_
13. Are your parents separated or divorced? \_\_\_\_\_ (Y/N) If "yes," who has **legal** custody of child(ren)? \_\_\_\_\_
14. Court appointed legal guardian? \_\_\_\_\_ (Y/N) Guardian's Name \_\_\_\_\_ Occupation \_\_\_\_\_  
 Permanent Home Address (street, city, state) \_\_\_\_\_ Since (M/D/Y) \_\_\_\_\_  
 Court appointed at (place): \_\_\_\_\_ On (M/D/Y) \_\_\_\_\_
15. Why did you move your home to North Carolina? (reason) \_\_\_\_\_  
 \_\_\_\_\_

16. When and from what state or foreign country did you move your home and legal residence to North Carolina?  
 Moved from: \_\_\_\_\_ When (M/D/Y) \_\_\_\_\_
17. On what date do you claim that you began your legal residence (domicile) in North Carolina (M/D/Y)? \_\_\_\_\_
18. Marital Status:  Single  Married/Date: \_\_\_\_\_  Divorced/Date: \_\_\_\_\_  Marriage Annulled/Date: \_\_\_\_\_  
 Separated/Date: \_\_\_\_\_  Legal Separation/Date: \_\_\_\_\_  Widowed/Date: \_\_\_\_\_
19. Spouse's Name (if married) \_\_\_\_\_ Occupation \_\_\_\_\_  
 Employer \_\_\_\_\_ Address \_\_\_\_\_  
 Permanent Home Address (street, city, state) \_\_\_\_\_ Since (M/D/Y) \_\_\_\_\_  
 Last Previous Home Address **outside** NC (street, city, state) \_\_\_\_\_  
 \_\_\_\_\_ From (M/D/Y) \_\_\_\_\_ To (M/D/Y) \_\_\_\_\_  
 Present Legal Residence (domicile) is in what state? \_\_\_\_\_ Since (M/D/Y) \_\_\_\_\_

20. Did you claim yourself as an exemption on state and/or federal income tax returns for the previous tax year? \_\_\_\_\_ (Y/N)
- If "yes," in what state(s) were the income tax returns filed? Federal: \_\_\_\_\_ State(s): \_\_\_\_\_
  - If **No**, who did? \_\_\_\_\_ Relationship to you \_\_\_\_\_ Filed to what State(s) \_\_\_\_\_

21. Do you intend to claim yourself as an exemption on state and/or federal income tax returns for the current tax year? \_\_\_\_\_ (Y/N)
- If **No**, who does? \_\_\_\_\_ Relationship to you \_\_\_\_\_ Filed to what State(s) \_\_\_\_\_

22. List in chronological order to date of this application ALL places you have spent at least **seven** consecutive days during the past **three** years. Your response **must** include your current address, all other places lived, and vacations.

	Place (city and state)	Purpose	from (M/D/Y)	to (M/D/Y)
a)	_____	_____	_____	_____
b)	_____	_____	_____	_____
c)	_____	_____	_____	_____

If married, list in chronological order to date of this application ALL places your spouse has spent at least **seven** consecutive days during the past **three** years. Your response **must** include your spouse's current address, all other places lived, and vacations.

	Place (city and state)	Purpose	from (M/D/Y)	to (M/D/Y)
a)	_____	_____	_____	_____
b)	_____	_____	_____	_____
c)	_____	_____	_____	_____

22. Name each state or foreign country where you did each of the following during the last 24 months. List **each** time you did each such act. (If not done in the last 24 months, list where and when such acts were done the last time you did them; if *never* done at all, write "never."): \_\_\_\_\_

	State, Month/Day/Year	State, Month/Day/Year	State, Month/Day/Year
a) Registered to vote	_____	_____	_____
b) Voted	_____	_____	_____
c) Called to serve on jury duty	_____	_____	_____
d) Acquired or renewed driver license	_____	_____	_____
e) Listed personal property for taxation in the county where you live	_____	_____	_____
f) Filed state income tax return	_____	_____	_____
Did you file as a resident or nonresident?	_____	_____	_____
g) Acquired ownership of property for use as your principal dwelling	_____	_____	_____
h) Inclusive dates (M/D/Y) of such property ownership	from _____ to _____	from _____ to _____	from _____ to _____
i) Was state income tax withheld during the current tax year? _____ (Yes or No)	State(s) _____	Beginning (M/D/Y) _____	
During previous tax year? _____ (Yes or No)	State(s) _____	Beginning (M/D/Y) _____	
Was total amount withheld refunded to you? _____ (Yes or No)			
j) Registered/licensed a motor vehicle (car, truck, or other vehicle requiring a license)			
Type of Vehicle (list all)	Where registered/licensed		Date (M/D/Y)
_____	_____	_____	_____
_____	_____	_____	_____

23. By who are the car(s) or other motor vehicles that you maintain and operate in NC owned? \_\_\_\_\_  
Address (street, city, state) \_\_\_\_\_

24. List the addresses at which you own and maintain personal property (clothing, furniture, cars, checking or savings accounts, stocks, bonds, pets, jewelry, appliances, etc.) and give the percentage of value (of such personal property) maintained at each address:

Address	% maintained at this address
a) _____	_____
b) _____	_____

25. List **all** of your employment for wages in the last 24 months:

Job Title	Employer	Address (place & state)	from	Dates	to	Hours per week
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

If married, list **all** of your **spouse's** employment for wages in the last 24 months:

Job Title	Employer	Address (place & state)	from	Dates	to	Hours per week
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

26. Of the total money required to meet **all of your expenses** (food, clothing, housing, tuition, transportation, personal expenses, vacations, etc.) for the full 12 months of the preceding calendar year and of the current calendar year, what percentage came from each of the following sources?

	Preceding Calendar Year (Jan to Dec) % of total	Current Calendar Year (Jan to Dec) % of total
Your earnings	_____	_____
Parent(s) or Guardian(s)	_____	_____
Spouse's Earnings	_____	_____
Other (specify)	_____	_____

27. Are you currently in, or a veteran of, active military service or other Federal government employment? \_\_\_\_\_ (Yes or No)  
If "yes," give your home address upon entry: \_\_\_\_\_ What is your official "home of record?" \_\_\_\_\_  
What is your official home address now? \_\_\_\_\_ Date this home address was declared (M/D/Y) \_\_\_\_\_  
Your home address upon discharge? \_\_\_\_\_ Date of discharge (M/D/Y) \_\_\_\_\_  
Legal residence on most recent DD Form 2058 (State of Legal Residence Certificate)? \_\_\_\_\_ Date of DD 2058 (M/D/Y) \_\_\_\_\_  
Place to which you were paid mileage upon discharge? \_\_\_\_\_ State for which income tax withheld from your salary? \_\_\_\_\_

**If you, your spouse, or one or both of your parents are now in active military service, attach to this application a copy of the "Leave and Earnings Statement" for the most recent pay period and for the pay period 12 months ago for each such person.**

28. If you (1) now live regularly with, (2) have lived during the immediately preceding 24 months with, or (3) continue to maintain close ties with and periodically live with another person who is a relative by blood, marriage, or court order (legal guardian), or (4) have been claimed within the immediately preceding 24 months as a dependent for taxation purposes by someone other than yourself, answer

the following for each such person. (Answer for only one adult person at each address.) **If married, complete for spouse;** (if separation occurred within last 24 months, complete for spouse; if divorce occurred within last 24 months, complete for ex-spouse).

a) Name \_\_\_\_\_ Relationship to you \_\_\_\_\_  
 Permanent home address (street, city, state) \_\_\_\_\_ Since (M/D/Y) \_\_\_\_\_  
 Last previous address (street, city, state) \_\_\_\_\_ From (M/D/Y) \_\_\_\_\_ To (M/D/Y) \_\_\_\_\_  
 Is any such person now in, or a veteran of, active military service or other federal government employment? \_\_\_\_\_ (Yes or No)  
 If "yes," give home address upon entry \_\_\_\_\_  
 Official home address now? \_\_\_\_\_ Date this home address was declared (M/D/Y) \_\_\_\_\_  
 Legal residence on most recent DD 2058 (State of Legal Residence Certificate)? \_\_\_\_\_ Date of DD 2058 (M/D/Y) \_\_\_\_\_  
 Home address upon discharge? \_\_\_\_\_ Date of discharge (M/D/Y) \_\_\_\_\_

b) In what state or foreign country did this person do each of the following during the last 24 months and when? List each time he or she did each such act. (If not done in the last 24 months, where and when did he or she do these acts last? If **never** done at all, write, "never."):

	State, Month/Day/Year	State, Month/Day/Year	State, Month/Day/Year
1) Registered to vote	_____	_____	_____
2) Voted	_____	_____	_____
3) Called to serve on jury duty	_____	_____	_____
4) Acquired or renewed driver license	_____	_____	_____
5) Listed personal property for taxation	_____	_____	_____
6) Acquired ownership of property for use as his/her principal dwelling	_____	_____	_____
7) Inclusive dates (M/D/Y) of such property ownership	from _____ to _____	from _____ to _____	from _____ to _____
8) Registered/licensed motor vehicle(s)	_____	_____	_____
9) Filed state income tax return	_____	_____	_____
Did s(he) file as resident or nonresident?	_____	_____	_____
10) Claimed you as an exemption on State income tax return for _____ (tax year), filed in _____ (state), on _____ (M/D/Y)			
11) Claimed you as an exemption on Federal income tax return for _____ (tax year), filed in _____ (state), on _____ (M/D/Y)			

29. If there are additional circumstances, events, or acts, such as community involvement, career or family ties, that you feel support your claim to North Carolina legal residence (domicile) for tuition purposes, attach a description of each, specifying the place and date of its occurrence.
30. In support of your claim to North Carolina as your *bona fide* permanent residence you **must** attach copies of your residency acts including, but not limited to: your North Carolina driver license, vehicle registration, voter registration, North Carolina income tax returns, year-to-date cumulative wage earning statements from all jobs held during the current year, listing of personal property taxes, etc;
31. If you are basing your residency upon your spouse's North Carolina residence, include a copy of your marriage certificate and copies of your spouse's residency acts (listed above);
32. If you are a non-U.S. citizen, include a Residence-and-Tuition Application Supplement for Non-U.S. Citizens, accompanied by copies of your approval for permanent residence status (showing the date of adjudication by the Immigration and Naturalization Service) or copies of your current INS documentation (such as your visa).
33. If you are a full-time North Carolina public school teacher (or other personnel paid on the teacher salary schedule), you must also complete the Residence-and-Tuition Application Supplement for North Carolina Public School Teachers to request in-state tuition for courses related to professional development.
34. If you are a full-time employee of the UNC system or the spouse/dependent child of such an employee, you must attach verification of this employment and also proof of your relationship to the employee if you are the spouse or dependent child.

I hereby acknowledge that completion of item 2, if it is my Social Security Number, is voluntary, is requested by the institution solely for administrative convenience and record-keeping accuracy, and is requested only to provide a personal identifier for the internal records of this institution.

I hereby certify that all information I have set forth is true to the best of my knowledge, pursuant to my reasonable inquiry where needed, and I am aware that knowing falsification of any responses herein may subject me to disciplinary action.

I hereby acknowledge that the institution may verify the information set forth herein from sources accessible under law to the institution but that the institution may divulge the contents of this application only as permitted under the Family Educational Rights and Privacy Act of 1974 if I am, or have been, in attendance at this institution.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Signature of parent or guardian, also, if applicant is  
under 18 years of age

\_\_\_\_\_  
Date