

**NON-DEGREE RESIDENCY CLASSIFICATION**

**Important. You must read and sign the following section in order to complete your application to Florida Atlantic University.**

Failure to answer these questions will delay processing of your application. If you answer yes to any of the following, you must submit a full statement of relevant facts on a separate sheet attached to this form. You may be required to furnish the University with copies of official documentation explaining the final disposition of the proceedings. If any box is checked "YES", additional documentation and/or further consideration by the Admissions Review Board may be required.

- A.  Yes  No Are you currently or have you ever been charged with or subject to disciplinary action for scholastic or any other type of misconduct at any educational institution?
- B.  Yes  No Have you ever been charged with a violation of the law that resulted in, or, if still pending, could result in probation, community service, a jail sentence, the revocation or suspension of your driver's license (including traffic violations that resulted in a fine of \$200 or more)?

• I certify that the above information is correct and complete and understand that falsifying or withholding information may result in disciplinary action and withdrawal from the University. I agree to abide by the policies of the Florida Board of Education and the rules and regulations of this University.

Student's signature: \_\_\_\_\_ Student ID #: \_\_\_\_\_

**This form is used to establish residency status for tuition purposes for non-degree seeking students at Florida Atlantic University. All new non-degree students, or those who have not attended FAU within the last year, must complete this form. This form should be submitted by mail with your non-degree enrollment application. If you are a transient Student from another State University in Florida, a State University System Transient Student form can be used in lieu of this form.**

Name: \_\_\_\_\_ Student I.D. (Z #): \_\_\_\_\_ Date of Birth \_\_\_\_\_

Term applying for: \_\_\_\_\_ Daytime phone: ( \_\_\_\_\_ ) \_\_\_\_\_

Legal permanent home address: \_\_\_\_\_

Student's address and if under 25, parent's name and address: \_\_\_\_\_

**Note: if you are a non-U.S. citizen, please see important information in Section a. and Part 1-#6 below.**

A Florida "resident for tuition purpose" is a person who (or a dependent person whose parent or legal guardian) has established and maintained legal residence in Florida for at least 12 consecutive months immediately prior to his/her initial enrollment in an institution of higher education. 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 listed below, as authorized by the Florida Legislature and Florida Board of Governors. **All other persons are ineligible for classification as a Florida "resident for tuition purposes.**

**IMPORTANT: BE AWARE THAT THIS FORM IS SUBJECT TO REVIEW AND THE RESIDENCY DETERMINATION MADE MAY BE CHANGED. IF YOUR RESIDENCY IS CHANGED, YOU WILL BE NOTIFIED BY MAIL!**

- To qualify as a Florida resident for tuition purposes, you must be a U.S. citizen, permanent resident alien, or a legal alien granted indefinite stay by the US Bureau of Citizenship and Immigration or in one of the following visa categories: A, E, G, H1, H4, I, K, L, N, O-1, O-3, R & NATO 1-7, T, V, which have been approved by the State of Florida for eligibility (all other residency requirements apply).
- Living or attending school in Florida will not, in itself, establish legal residence.
- Students who depend on out-of-state parents for support are presumed under law to be legal residents of the same state as their parents.
- Residence in Florida must be for the purpose of establishing a permanent home and not merely for enrollment at an institution of higher education.
- Documents supporting the establishment of legal residence must be issued or filed 12 months before the first day of classes of the term for which a Florida resident classification is sought.

**PART I. DEFINITIONS**

**(Please select a definition which most clearly applies to you. You must submit a copy of the most current tax return on which you are listed or claimed as independent or dependent for review.)**

1. I am an independent person (I provide more than 50% of my own support) and have maintained legal residence in Florida for at least 12 months. **If under the age of 25, a copy of your parent's most recent tax return must be provided in addition to all other documents.**
2. I am a dependent person (50% or more of my support is provided by another as defined by the IRS) and my parent or legal guardian has maintained legal residence in Florida for at least 12 months. **(Copy of most recent tax returns on which you were claimed as dependent or other proof of residency required.)**
3. 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 12 months not primarily to attend an institution of higher education. **(Copy of most recent tax returns on which you were claimed as dependent or other proof of residency required.)**
4. 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. If spouse is an FAU student, please provide their name and social security number \_\_\_\_\_. **(copy of marriage certificate required.)**
5. 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. **(Proof of prior classification required.)**
6. According to the U.S. Bureau of Citizenship and Immigration (B.C.I.S), I am a permanent resident alien or other legal alien granted indefinite stay. I have maintained domicile in Florida for at least 12 months. (B.C.I.S. documentation required.) My Alien Number is: \_\_\_\_\_ **(Valid copy of Resident Alien Card required through term of entry.)**
7. 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]. (Copy of military orders or military document showing home of record required.) - **(DD 214/ DD 2058)**
8. 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]. **(Copy of employment verification required.)**
9. I am part of the Latin America/Caribbean scholarship program. **(Copy of scholarship papers required.)**
10. I am a full-time employee of a state or local agency taking job-related law enforcement or corrections training paid for by my employer. **(Copy of employment verification required.)**
11. I am a qualified beneficiary under the terms of Florida Pre-Paid Postsecondary Expense Program (S. 1009.988(2), F.S.) **(Proof of plan required.)**
12. I am a Southern Regional Education Board Academic Common Market graduate student. **(Proof of scholarship required.)**

**2.4 Exceptions/Qualifications**

Statutory Exceptions. Section 1009.21, Florida Statutes, permits certain applicants who do not meet the 12-month legal residence requirement to be classified as Florida residents or "temporary residents" for tuition purposes. The institution will require documentation in support of the above exceptions; however, the student does not have to show 12 months of residence in Florida prior to qualifying. These exceptional categories are as follows:

- United States citizens living on the Isthmus of Panama, who have completed 12 consecutive months of college work at the Florida State University Panama Canal Branch, and their spouses and dependent children.
- United States citizens living outside the United States who are teaching at a Department of Defense Dependent School or in an American International School and who enroll in a graduate level education program which leads to a Florida teaching certificate.
- Active duty members of the Canadian military residing or stationed in this state under the North American Air Defense (NORAD) agreement, and their spouses and dependent children, attending a public community college or university within 50 miles of the military establishment where they are stationed.
- Active duty members of a foreign nation's military who are serving as liaison officers and are residing or stationed in this state, and their spouses and dependent children, attending a community college or state university within 50 miles of the military establishment where the foreign liaison officer is stationed.
- Linkage Institute participants receiving partial or full exemptions from S. 1009.21, FS, based on criteria approved by the Florida Department of Education per S. 288.8175, FS, which establishes linkage institutes between postsecondary institutions in this state and foreign countries. See Section 7.0, Immigration and International Student Issues, for more information on Linkage Institutes.

**OVER – BOTH SIDES OF THIS FORM MUST BE COMPLETED!**

OFFICE USE ONLY

Residency Code \_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_ Date \_\_\_\_\_ Init. \_\_\_\_\_ Letter sent \_\_\_\_\_

**YOU MUST SUBMIT COPIES OF ALL DOCUMENTATION FOR REVIEW (WHICH ARE APPLICABLE) AND SUBJECT TO VERIFICATION.**

**PART II. DOCUMENTATION** – The person claiming residency should complete and document the following sections (1-3). If an independent person, that will be the student; if a dependent person, that will be the parent or legal guardian; if the application is based upon the residency of a spouse, the information should be on both you and your spouse.

**1. PHYSICAL PRESENCE – DOCUMENTATION SUCH AS LEASE, DEED, HOMESTEAD, DORM AGREEMENT, ETC. MUST BE PROVIDED FOR ALL ADDRESSES WITHIN THE LAST 12 MONTHS. (Indicate type of residence as follows: lease, own, rent room, family home, dorm.)**

Current address: \_\_\_\_\_

How long have you resided at this address? \_\_\_\_\_ years \_\_\_\_\_ months (TYPE \_\_\_\_\_)

Previous address: \_\_\_\_\_

How long did you reside at this address? \_\_\_\_\_ years \_\_\_\_\_ months (TYPE \_\_\_\_\_)

If the above addresses do not total 12 months, please account for the other months: \_\_\_\_\_

**ADDITIONAL VERIFICATION FOR PHYSICAL PRESENCE – documentation must be provided for the following:**

**BANK ACCOUNT: (Attach copies of early and late bank statements or letter from bank. If you are submitting statement, please blacken out your account number and amounts of money in your account.)**

Name and location of bank: \_\_\_\_\_ Date acc't opened: \_\_\_\_\_ Is it an active account? \_\_\_\_\_

SCHOOL(S) – other than FAU:  
Name/City/State \_\_\_\_\_ Dates attended: from/to \_\_\_\_\_ full-time/part-time \_\_\_\_\_

**OCCUPATIONAL LICENSE: (Attach copy of license/certificate.)**

Type of License: \_\_\_\_\_ State \_\_\_\_\_ Date Issued: \_\_\_\_\_

**Florida Articles of Incorporation (attach copy):**

Name and Date activated Florida Articles of Incorporation: \_\_\_\_\_

**EMPLOYMENT – [Provide letter(s) on company letterhead stating dates of employment in Florida, average hours worked per week, whether full- or part-time status.]**

1) Employer's name/address/phone: \_\_\_\_\_

Dates employed: from \_\_\_\_\_ to \_\_\_\_\_ full-time? \_\_\_\_\_ part-time? \_\_\_\_\_ Average hours worked per week? \_\_\_\_\_

2) Employer's name/address/phone: \_\_\_\_\_

Dates employed: from \_\_\_\_\_ to \_\_\_\_\_ full-time? \_\_\_\_\_ part-time? \_\_\_\_\_ Average hours worked per week? \_\_\_\_\_

**2. LEGAL RESIDENCE – IT IS EXPECTED THAT AT LEAST (2) TWO OF THE FOLLOWING BE DATED, ISSUED OR FILED AT LEAST 12 MONTHS PRIOR TO THE FIRST DAY OF CLASSES FOR THE TERM FOR WHICH FLORIDA RESIDENT CLASSIFICATION IS SOUGHT: (Attach copies)**

Drivers License: State \_\_\_\_\_ Date Issued \_\_\_\_\_ Number \_\_\_\_\_

Voter Registration: State \_\_\_\_\_ Date Issued \_\_\_\_\_ Number \_\_\_\_\_

Vehicle Registration: State \_\_\_\_\_ Date Issued \_\_\_\_\_ Decal # \_\_\_\_\_

Declaration of Domicile: Date filed \_\_\_\_\_ Date established residence \_\_\_\_\_ County \_\_\_\_\_

**3. INTENT – FLORIDA STATUTES SPECIFY THAT YOUR INTENT FOR BEING IN FLORIDA IS NOT PRIMARILY FOR EDUCATIONAL PURPOSES. The following information is used to determine the intent of the applicant:**

Have you been employed in Florida during the last 12 months? Yes \_\_\_\_\_ No \_\_\_\_\_ If so, complete the "Employment" section above and provide documentation as outlined.

Do you own a home in Florida? Yes \_\_\_\_\_ No \_\_\_\_\_ If so, provide copy of deed, homestead exemption, etc.

**PART III. AFFIDAVIT – THIS SECTION MUST BE SIGNED BY THE PERSON CLAIMING RESIDENCY**

I do hereby swear and affirm that the information provided above for the purpose of obtaining Florida residency for tuition purposes is true and correct. **I UNDERSTAND THAT A FALSE STATEMENT IN THIS AFFIDAVIT WILL SUBJECT ME TO PENALTIES FOR MAKING A FALSE STATEMENT PURSUANT TO 837.06 OF THE FLORIDA STATUTES. I ALSO UNDERSTAND THAT THE UNIVERSITY IS EMPOWERED TO REQUIRE ADDITIONAL INFORMATION OR DOCUMENTATION IF DEEMED NECESSARY.**

\_\_\_\_\_  
Signature of person claiming Florida residency

\_\_\_\_\_  
Date

**NON-FLORIDA RESIDENTS ONLY**

I understand that I do not qualify as a Florida resident for tuition purposes at this time and that if I should qualify for some future term it will be necessary for me to file the required documentation prior to the deadline for the term I am requesting consideration for Florida resident classification.

\_\_\_\_\_  
Signature of person claiming Non-Florida residency

\_\_\_\_\_  
Date