

APPLICATION FOR IN-STATE TUITION RATES

Office of Admissions, P.O. Box 9018, Virginia State University, VA 23806



This form must be completed if you are claiming entitlement to Virginia in-state tuition rates pursuant to section 23-7.4, *Code of Virginia*. Section 1 must be completed by the applicant. Section 11 of this form must be completed by the parent, spouse or legal guardian. Supporting documents and additional information must be provided with the application. All questions must be answered. Incomplete/unsigned or illegible applications will experience a delay in processing. Admitted students who register for classes while in pending domicile status will be assessed out-of-state tuition rates.

SECTION I: APPLICANT

1. Name of Applicant _____
LAST FIRST MIDDLE FORMER/MAIDEN

2. Social Security Number (requested): [][][]-[][]-[][][][] 3. Date of Birth: [][]-[][]-[][]

4. E-mail Address _____ 5. Daytime Phone No. (_____) _____

6. Citizenship Status U.S. Citizen U.S. Permanent Resident Non-U.S. Citizen, Non-Permanent Resident

7. Do you currently live outside of Virginia but consider yourself to be a Virginia resident? Yes No

8. How long have you lived in Virginia? _____ Year(s) _____ Month(s)

9. Where have you lived for the last two years? **List current address first:** *Please submit a copy of the most recent mortgage or lease.*

From (MM/YY)	To (MM/YY)	Street Address	City	State	Zip Code
____/____	____/____	_____	_____	_____	_____
____/____	____/____	_____	_____	_____	_____

Students under the age of 24 are presumed to be dependent on a parent, spouse, or legal guardian unless one of the following factors apply:

10. a. Are you age 24 or older (as of the first day of the semester in which you intend to enroll)? Yes No
b. Are you a veteran or active duty member of the U. S. Armed Forces? Yes No
c. Are you a ward of the court or was a ward of the court until age 18? Yes No
d. Are both parents deceased, no adoptive or legal guardian? Yes No
e. Are you a graduate student/professional student? Yes No
f. Do you have any legal dependents other than your spouse (e.g. child)? Yes No
g. Are you married? Yes No

11. Are you currently enrolled in a public college or university? If yes, list the school: _____ Yes No
a. Are you paying in -state tuition rates? Yes No

12. Do your parents, spouse or legal guardian provide over half of your financial support or claim you as a dependent? Yes No
If yes, Section 11 must also be completed by a parent, spouse or legal guardian.

13. a. For the 12 months prior to the term in which you will enroll, have you filed a Virginia income tax return or paid income tax on all earned income? Yes No
b. Are you exempt from filing an income tax return? Yes No
If no, where did you file a tax return or pay income taxes? _____

14. For the 12 months prior to the term in which you will enroll, have you:
a. been a registered voter in Virginia? Yes No
b. held valid Virginia drivers license? Yes No
c. Had your motor vehicle registered in Virginia? Yes No

15. Are you an active duty member of the U. S. Armed Forces? If no skip to Question 16. Yes No
a. Are Virginia income taxes currently paid on all military income? Yes No
If yes, provide copies of your military orders and a LES or State of Legal Residence Certificate showing Virginia as your state of legal residence for income tax purposes. If no, provide a copy of your military orders, ID card, and lease/deed.

16. Are you the dependent of a military parent, spouse, or legal guardian with military orders to VA who also resides in VA? Yes No
If yes, have the military member complete Section II (questions 1, 5, 9, and signature). Provide copies of the following documentation: military member's orders, military dependent ID card, and lease/deed.

17. Within the last year have you lived outside of VA but worked in VA and earned at least the equivalent of a full-time minimum wage salary, and paid income taxes to Virginia within the last 12 months? Yes No
If yes, provide copies of the following documentation: state and federal income taxes and current pay stub.



I certify under penalty of disciplinary action that the information I have provided is true and accurate.

APPLICANT SIGNATURE

DATE

SECTION II: PARENT, LEGAL GUARDIAN OR SPOUSE

- 1. Name of Parent Legal Guardian or Spouse
2. Citizenship Status U.S. Citizen U.S. Permanent Resident Non-U.S. Citizen, Non-Permanent Resident
3. How long have you lived in Virginia? Year(s) Month(s)
4. Do you currently live outside of Virginia but consider yourself to be a Virginia resident?
5. Where have you lived for the last two years? List current address first: Please submit a copy of the most recent mortgage or lease.
6. Do you provide over half of the financial support for the applicant or claim the applicant as a dependent on your federal and Virginia income tax returns?
7. a. For the 12 months prior to the term in which your dependent will enroll, will you have you filed a Virginia income tax return or paid income tax on all earned income?
b. Are you exempt from filing an income tax return?
8. For the 12 months prior to the term in which your dependent will enroll, will you have:
a. been a registered voter in Virginia?
b. held valid Virginia drivers license or Virginia ID card?
c. if you own a motor vehicle, had your motor vehicle registered in Virginia?
9. Are you an active duty member of the U. S. Armed Forces? If no skip to Question 10.
a. Are Virginia income taxes currently paid on all military income?
b. Is the person who completed Section I of this form your dependent?
c. Are you residing in Virginia with orders to a military base/installation/post in Virginia or a contiguous state?
10. Are you a retired military member who currently resides in VA and resided in VA at the time of your retirement?
11. Within the last year have you lived outside of VA but worked in VA and earned at least the equivalent of a full-time minimum wage salary, and paid income taxes to Virginia within the last 12 months?

I certify under penalty of disciplinary action that the information I have provided is true and accurate.

PARENT, SPOUSE, OR LEGAL GUARDIAN SIGNATURE

DATE

Please Note: The Office of Admissions makes an initial domicile decision based on the information provided on this form. All students classified by the Office of Admissions as out of state for tuition purposes have the right to appeal. Review the appeal guidelines online at www.vsu.edu.