

Quick Guide to Obtaining Residency for Tuition Purposes

For complete information on residency, visit: <https://www.uvu.edu/admissions/residency/>

RESIDENCY DEADLINES:

FALL

March 15 – Aug 1

LATE APPS ACCEPTED UNTIL SEPT 5

SPRING

Oct 1 – Dec 1

LATE APPS ACCEPTED UNTIL JAN 15

Summer Semester: All students regardless of residency classification are charged the resident tuition rate during the Summer Semester. Students who have not completed residency requirements for subsequent semesters will be charged the non-resident tuition rate until requirements are completed.

TO APPLY FOR RESIDENCY:

- 1- Submit the residency application, 2-**Check your myUVU email for status updates** or requests for more information, 3-All required documents must be submitted while completing the residency application

Burden of proof is on the student to prove that he or she is eligible for resident student status. If you have any questions or do not receive notification within two weeks of submission, please call our office, 801-863-8706, or email our residency coordinators (include your student UV ID# in all emails) residency@uvu.edu.

GUIDELINES FOR RESIDENCY RECLASSIFICATION

THE FOLLOWING DOCUMENTATION IS REQUIRED BY EVERY APPLICANT (R512-4)

- Must be a U.S. citizen or have Permanent Resident Status** – (Provide a copy of permanent resident card)
- Utah driver's license** – publicsafety.utah.gov/dld/ - (If you do not have valid driver's license from any other state and do not drive, provide a copy of a **Utah ID card**)
- Proof of Utah voter registration (Citizens Only)** – Provide a copy of your Registration Certificate from the County Clerk's Office, or a screenshot from <http://vote.utah.gov/> (Click on "Find My Voter Registration Info")
- Utah vehicle registration** – <http://www.dmv.utah.gov/> (If you are operating a vehicle in Utah, provide a copy of the registration even if your name is not on your registration)

THE FOLLOWING LIST OUTLINES THE ADDITIONAL DOCUMENTS REQUIRED:

One-Year (12 continuous months of physical presence in Utah) and Declaring Financial Independence

- Verification of physical presence in Utah for at least 12 continuous months **PRIOR** to the term for which you are applying for residency (Cannot be out of the state of Utah for more than a total of 30 days during this 12 month period). Acceptable forms of verification include enrollment in on-campus courses or a letter from a Utah employer (letter must be on letterhead, must be dated, must include from and to dates of employment, and must be signed by someone authorized to verify employment) bank statements as long as your name is on the bank account, and you have consistent purchases made in Utah for the required time frame
We do not accept utility bills, W-2 forms, rental agreements, or letters from friends.
- If you are single and 25 years of age or younger, provide a copies of both of your parent's, first two pages of federal taxes (Form 1040) from the previous year showing that you are not claimed as a dependent on the tax return of any person who is not a resident of Utah to verify financial independence.

THE FOLLOWING LISTS EXCEPTIONS TO ESTABLISHING RESIDENT STUDENT STATUS & REQUIRED DOCUMENTS:

Marriage to a Utah Resident

- Copy of state marriage license or certificate verifying date of marriage
- Copy of spouse's Utah driver's license, vehicle & voter registration
- Copy of spouse's Utah state tax return, (form TC-40) for year prior to marriage (If spouse did not file a return, provide copies of spouse's parent's federal 1040 to verify dependent status as a Utah resident)

A parent domiciled in Utah for at least 12 continuous months prior to the first day of class for the term you wish to pay resident tuition

- Copy of Federal tax return showing applicant as tax dependent of one of the parents
- Copy of most recently filed Utah state tax return for Utah parent/s
- A letter from a Utah employer (letter must be on letterhead, dated, include from and to dates of employment, and signed).
- Parents Utah driver's license, vehicle & voter registration

Student's, Parent's, or Spouse's Full-time permanent employment in Utah due to job transfer/recruitment

- Letter from Utah employer (on letterhead) verifying full-time, permanent employment including hire date and verification of employer requested job transfer or recruitment (**Application for admission to school must not be submitted prior to working in Utah for at least 4 months**)
- Student's Employment:
 - If you are 24 years of age or younger and single, provide copies of both parents most recently filed tax return to verify your dependent status.
- Parent's Employment:
 - Provide a copy of both parents most recently filed federal 1040 tax return to verifying your dependent status
 - Parent's Utah driver's license, vehicle & voter registration
- Spouse's Employment:
 - Spouse's Utah driver's license, vehicle & voter registration
 - Marriage License or Joint Tax return

Extenuating Circumstances (such as divorce, death of a spouse, long-term health care responsibilities of immediate family or refugee placed directly in Utah)

- Documentation of the extenuating circumstance. (Specific circumstances that qualify are listed on R512, determination of Resident Status)
- Refugees who were placed directly in Utah should submit proof of their refugee status (INS Document Number 1 -94) and written confirmation for the agency that assisted in their move to Utah, such as Rescue Committee or Catholic Community Services of Utah

Membership in Recognized American Indian Tribe (UVU Residency office has list of recognized tribes)

- Copy of Certificate of Indian Birth

Recipient of State Social Service Benefits for Education Expenses

- Voucher showing FULL RESIDENT tuition will be covered

Job Corps Student

- Verification of current Job Corps Status

Olympic Training Athletes

- Letter from US Olympic Committee Verifying Eligibility

Student Service Members, Veterans, and Dependents

- Active Duty Military service member serving in Utah/ or Utah Home of Record
 - Copy of Military ID card
 - Copy of Military Orders placing you in Utah/ or documentation verifying Utah as Home of Record
- Dependent of Active Duty Military service member serving in Utah (spouse or unmarried dependent)
 - Copy of Military Orders placing you in Utah or documentation verifying Utah as Home of Record
 - Copy of dependent's military ID card/privilege card
 - Evidence of family relationship (tax information, birth certificate, marriage certificate)
- Military Veteran
 - Copy of DD-214 showing honorable or general discharge
 - Verification of Veteran's intent to establish residency in Utah, provide one of the following:
 - Utah driver's license, Utah vehicle registration, Utah voter registration, Utah lease agreement, or Utah utility bill
- Immediate family member (spouse or unmarried dependent) of Military Veteran with intent to establish residency in Utah
 - Evidence of family relationship (tax information, birth certificate, marriage certificate)
 - Copy of DD-214 showing Veteran's honorable or general discharge
 - Verification of Veteran's family member's intent to establish residency in Utah, provide one of the following:
 - Utah driver's license, Utah vehicle registration, Utah voter registration, Utah lease agreement, or Utah utility bill
- Eligible person entitled to benefits under 38 U.S.C> Chapter Montgomery G.I. Bill- Active Duty Education Assistance Program
 - Obtain verification from the VA or online through eBenefits account and work with UVU Veterans service center
 - Objective evidence that you have demonstrated an intent to establish Utah residency in Utah, provide one of the following: Utah driver's, voter, or vehicle, rental agreement, utility bill