

FLORIDA RESIDENCY FOR TUITION PURPOSES



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 residency in Florida for at least twelve (12) consecutive months preceding the first day of classes of the term for which Florida residency is sought.

- Residence in Florida must be a bona fide domicile rather than for the purpose of maintaining a residence incident to enrollment at an institution of higher education.
- To qualify as a Florida resident for tuition purposes, you must be a U.S. citizen, a foreign national in a nonimmigrant visa classification that grants you the legal ability to establish a bona fide domicile in the United States, a permanent resident alien, or legal alien granted indefinite stay by the U.S. Citizenship and Immigration Services. Other persons not meeting the twelve-month legal residence requirements may be classified as Florida residents for tuition purposes only if they fall within one of the limited special categories authorized by the Florida Legislature pursuant to section 1009.21, Florida Statutes. All other persons are ineligible for classification as a Florida “resident for tuition purposes.”
- Living in or attending school in Florida will not, in itself, establish legal residence. Students who depend upon out-of-state parents for support are presumed to be legal residents of the same state as their parents.
- Residency for tuition purposes requires the establishment of legal ties to the state of Florida. Students must verify that they have broken ties to other states if the student or, in the case for dependent students, his or her parent has moved from another state.

Please print if submitting hard copy.

Name of Applicant: _____ Date of Birth: _____ USF ID: _____

Applicant is a: U.S. Citizen Non-U.S. Citizen Permanent Resident Other

Alien Registration Number: _____ Issue Date: _____

(Formerly known as a green card. If applicable, please provide copies of the front and back of your Permanent Resident card.)

All non-U.S. citizen applicants are required to submit documentation of their legal status in the United States as issued by the United States Citizenship and Immigration Services office.

Non-Florida Resident

I do not qualify as a Florida resident for tuition purposes for the term for which this application is submitted. I understand that should I qualify for a future term, it will be necessary for me to submit an updated Residency Declaration while providing prescribed, supporting documentation to substantiate as “reclassification” of my status. Submission of this required document must occur prior to the beginning of the term for which residency is sought. I do not have to complete any further portion of this form except for the signing below.

Name of Applicant: _____

Signature of Applicant (Electronic or ink): _____ Date: _____

To Be Completed by the Student Seeking Florida Residency for Tuition Purposes

I qualify as a **resident** for tuition purposes, as defined by s. 1009.21, Florida Statutes, for the term for which this application is submitted. I understand that it will be necessary for me to provide copies of the required documentation upon admission, in order to be considered as a Florida resident for tuition purposes. I have read the residency information on qualifying as a dependent or independent student, and declare that: (select one of the options below):

I am a **dependent** student, as defined by s. 1009.21(1)(a), Florida Statutes, in that I am eligible to be claimed as a dependent under the federal income tax code by the claimant below. The claimant is my “parent” as defined by s. 1009.21(1)(f), Florida Statutes, (i.e., either or both parents of the student, any guardian of a student, or any person in a parental relationship to the student). My parent has maintained legal residence in Florida for at least the past 12 consecutive months. As defined by section 1009.21(1)(d), Florida Statutes, “‘legal resident’ or ‘resident’ means a person who has maintained his or her residence in this state for the preceding year, has purchased a home which is occupied by him or her as his or her residence, or has established a domicile in this state pursuant to s. 222.17.” A copy of your parent’s tax return may be requested to establish dependence.

I am an **independent** person who has maintained legal residence in Florida for at least the past 12 consecutive months. I provide 51% or more of my own support. An independent student generally includes a person who is at least 24 years old, married, a graduate or professional student, a veteran, a member of the armed forces, a ward of the court, or someone with legal dependents other than a spouse, pursuant to the United States Department of Education for the purposes of federal financial aid eligibility. There may be limited cases where a person under the age of 24 years old may qualify as an independent student. Such students will be required to verify independence (including financial independence.) A copy your tax return may be requested to establish independence.

Term of Application (check one): Fall Spring Summer Year: 20 _____

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To Be Completed by the Claimant/Person Claiming FL Residency:

Note: If the applicant is a **dependent**, the parent is the claimant and will complete this section and provide supporting documentation. If the applicant is **independent**, the applicant is the claimant and will complete this section and provide supporting documentation. **No single document shall be conclusive in establishing residency. Additional documentation, other than what is prescribed, may be requested in some cases. All documentation provided is subject to verification. Evidence of ties to another state may result in denial of Florida residency for tuition purposes.**

Claimant/Name of Person Claiming FL Residency: _____

Claimant's Relationship to Applicant: _____

Claimant's Address: _____

Telephone Number: _____ Date Claimant began establishing legal FL residence: _____

Provision of Documents to Support Claim of Florida Residency

Per s. 1009.21(3)(c), Florida Statutes, the residency determination must be documented by the submission of written or electronic verification that includes two or more of the documents identified below. No single piece of evidence shall be conclusive. One document must be submitted from Section A and the second document can be submitted from Section A or Section B.

Section A. Claimant must provide at least one of the following of his/her personal documentation:

Florida voter's registration card

Number: _____ Issue Date: _____ / _____ / _____

Florida driver's license

Number: _____ Original Issue Date: _____ / _____ / _____ Current Issue Date: _____ / _____ / _____

State of Florida identification card

Number: _____ Original Issue Date: _____ / _____ / _____ Current Issue Date: _____ / _____ / _____

Florida vehicle registration

Number (VIN): _____ Original Issue Date: _____ / _____ / _____ Current Issue Date: _____ / _____ / _____

Proof of permanent home in Florida occupied as primary residence for 12 consecutive months prior to the applicant's enrollment. (**Required:** document such as a deed or other evidence of title to property used as primary residence, a homeowner's policy, a title insurance policy, evidence of a property tax payment on the primary residence, or a lease of multiple years' duration and proof of 12 consecutive months of payments.)

Official transcripts from a Florida high school for multiple years (2 or more years), if the Florida high school diploma or GED® was earned within the last 12 months. (Dates of Attendance: _____ Graduation Date: _____ / _____ / _____). (**Required:** transcript)

Proof of permanent full-time employment in Florida for an average of 30 hours per week for a 12 month period. (**Required:** pay stubs or W-2 form for past 12 consecutive months that includes employment start date, duration of employment, and amount of hours worked per week. If pay stub or W-2 doesn't contain this, have your employer write a letter on company letterhead with the above information.)

Section B. Claimant may provide one or more documents from the following categories to demonstrate residency in Florida (to be used in conjunction with one document from above):

Declaration of domicile in Florida. This document is to be filled out by the claimant declaring a place of residence, and can be obtained through the county clerk's office.

Florida professional or occupational license.

Florida incorporation.

Document evidencing family ties in Florida. Notarized letter signed by both the applicant and family tie, containing the following: 1. Your name, the name of the relative to whom you are claiming ties and your relationship to that relative; 2. Note the relative's ties to Florida, such as their address(es), how long they have lived in Florida, and a copy of the document (like a driver's license) proving their tie to Florida; 3. Specifically validate how the family tie places you in Florida by the date your residency began; 4. Signed and stamped by a notary with active credentials, along with both your signature and your relative's signature; 5. Any other relevant information that ties your relative to Florida.

Proof of membership in a Florida-based charitable or professional organization. Any other documentation that supports your request for resident status, including, but not limited to, utility bills and proof of 12 consecutive months of payments; a lease agreement and proof of 12 consecutive months of payments; or an official state, federal, or court document evidencing legal ties to Florida.

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Qualification by Exception or Special Circumstance (to be completed by the student)

As provided in s. 1009.21, Florida Statutes, I qualify for residency based on the following permitted exception or special circumstance (documentation required):

I have **proof of a homestead exemption in Florida**. If the claimant can demonstrate proof of a homestead exemption in Florida in their name, this would be considered a single, conclusive piece of evidence proving residency. Additional ties are not required. **(Required:** document from the county tax collector demonstrating the application of a homestead exemption to the claimant's primary residence in Florida in the claimant's name.)

I am a **qualified beneficiary** under the terms of the Florida Prepaid College Program (s. 1009.98, Florida Statutes.) **(Required:** Copy of Florida Prepaid Recipient card.)

I am **married to a person** who has maintained legal residence in Florida for at least the past 12 consecutive months. I now have established legal residence and intend to make Florida my permanent home. **(Required:** copy of marriage certificate and/or other documents required to establish residency.)

I was **previously enrolled at a Florida state postsecondary institution** and classified as a Florida resident for tuition purposes. I am **transferring** to another Florida state postsecondary institution within 12 months of the previous enrollment.

I was **previously enrolled at a Florida state postsecondary 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**.

Active duty members of the Armed Services of the United States residing in this state and their spouses and dependent children, and active drilling members of the **Florida National Guard**. **(Required:** Copy of military orders or DD2058 showing home of record.)

Active duty members of the Armed Services of the United States and their spouses and dependents attending a Florida College System institution or state university within 50 miles of the military establishment where they are stationed, if such military establishment is within a county contiguous to Florida. **(Required:** Copy of military orders)

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. **(Required:** Copy of marriage certificate or proof of dependency.)

Full-time instructional and administrative personnel **employed by state institutions of higher education** and their spouses and dependent children.

Students from **Latin America and the Caribbean** who receive scholarships from the federal or state government. Any student classified pursuant to this paragraph shall attend, on a full-time basis, a Florida institution of higher education. **(Required:** proof of scholarship and Latin America or Caribbean residency.)

Southern Regional Education Board's Academic Common Market graduate students attending Florida's state universities. **(Required:** Certification letter from State Academic Common Market Coordinator.)

Full-time employees of state agencies or political subdivisions of the state when the student fees are paid by the state agency or political subdivision for the purpose of job-related law enforcement or corrections training.

McKnight Doctoral Fellows and Finalists who are United States citizens. **(Required:** Verification from graduate studies.)

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 Florida College System institution or state university within 50 miles of the military establishment where they are stationed. **(Required:** proof of active duty membership for specified purpose.)

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 Florida College System or state university within 50 miles of the military establishment where the foreign liaison officer is stationed. **(Required:** proof of active duty membership for specified purpose.)

Residency Declaration

I, the undersigned, hereby declare that I have read the foregoing document and that the facts stated in it are true and further affirm the authenticity of the information provided on all pages of this Residency Declaration. I understand that any false or misleading information on this Residency Declaration, or provided in support of this Residency Declaration, will subject me to penalties pursuant to section 837.06, Florida Statutes, for making a false statement. I give permission for the institution to review or examine any and all documents and records, including those accessible electronically, which may assist in support of my status as a Florida resident for tuition purposes.

Applicant Name (Please Print): _____

Signature of the Claimant (Electronic or Ink): _____ Date: _____

Please note: You can use the electronic signature in the fillable PDF forms and upload the signed document to your online application or email it to gradadmissions@usf.edu. **You do not need to print and sign by hand.** However, your signature (whether wet or electronic) still certifies that the information submitted is accurate.