

# RESIDENCY APPLICATION AND AFFIDAVIT

This application and affidavit should be submitted to the admissions office on the campus of your choice. Please allow two business days for processing.

## SECTION I: MUST BE COMPLETED BY THE APPLICANT/STUDENT.

Term for which residency is requested: ( ) Fall ( ) Spring ( ) Summer Year: \_\_\_\_\_

Name: \_\_\_\_\_

Banner ID: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Telephone Number: ( ) \_\_\_\_\_ Email: \_\_\_\_\_

Are you a U.S. citizen?  Yes  No

If your answer is no, please attach proof of immigration status, i.e. passport, visa, resident alien card, etc.

## SECTION II: MUST BE COMPLETED BY THE CLAIMANT (i.e. the applicant/student, if independent, or the natural/adoptive parent or legal guardian, if dependent). If your last name is different from that of the applicant/student listed in Section I, you must also attach documentation to prove the relationship, i.e. divorce decree, birth certificate, etc., in addition to your documentary evidence.

Name: \_\_\_\_\_

Relationship to Student: \_\_\_\_\_

Permanent Legal Address: \_\_\_\_\_  
(Street Address) (Apt#)

(City) (State) (Zip Code)

Telephone Number: ( ) \_\_\_\_\_ Email: \_\_\_\_\_

Are you a U.S. citizen?  Yes  No

If your answer is no, please attach proof of immigration status, i.e. passport, visa, resident alien card, etc.

Date Claimant began establishing legal Florida residence and domicile: \_\_\_\_\_  
(mm/dd/yyyy)

You must have at least two documents that prove Florida residency. You must have at least one document from Tier One; the second document may be from either Tier One or Tier two. Florida Driver's License, Florida Vehicle Registration, and/or Florida Voter Registration are preferred documents for proving Florida residency but are not required. COPIES OF ALL DOCUMENTATION USED TO PROVE RESIDENCY ARE REQUIRED AND MUST BE ATTACHED TO AND SUBMITTED WITH THIS FORM.

Tier One Document(s) (Claimant MUST have at least ONE) \_\_\_\_\_ mm dd yy

Claimant's Florida Driver's License: State: \_\_\_\_\_ Number: \_\_\_\_\_ Original Issue Date: \_\_\_\_|\_\_\_\_|\_\_\_\_

Claimant's Florida Vehicle Registration: State: \_\_\_\_\_ Tag Number: \_\_\_\_\_ Original Issue Date: \_\_\_\_|\_\_\_\_|\_\_\_\_

Claimant's Florida Voter Registration: State: \_\_\_\_\_ Number: \_\_\_\_\_ County: \_\_\_\_\_ Original Issue Date: \_\_\_\_|\_\_\_\_|\_\_\_\_

Other Tier One Document \_\_\_\_\_

Other Tier One Document \_\_\_\_\_

Tier Two Document (if Claimant does not have two documents from Tier One) \_\_\_\_\_

ADDITIONAL DOCUMENTATION MAY BE REQUESTED BY THE INSTITUTION.

I am the Claimant and I have met all requirements for classification as a Florida resident for tuition purposes. I understand that a false statement in this affidavit will subject me to penalties for making a false statement pursuant to 837.06, Florida Statutes, and that a false statement can subject me to penalties for making a false or fraudulent statement pursuant to BOR Rule 6C6.01(6) F.A.C.

Signature of Applicant/Student \_\_\_\_\_ Date \_\_\_\_\_ Signature of Claimant \_\_\_\_\_ Date \_\_\_\_\_

The Registrar's Office will evaluate the submitted documents and all available information and will render an eligibility determination.

Edison State College is authorized to make discretionary judgments as to residency within the bounds of the law and in reaching this professional judgment will evaluate all documents submitted and information available.

**DO NOT FORGET TO ATTACH DOCUMENTARY EVIDENCE.**

### OFFICE USE ONLY

Approved \_\_\_\_\_ Denied \_\_\_\_\_ Incomplete \_\_\_\_\_ Reason \_\_\_\_\_ Initials \_\_\_\_\_ Date input \_\_\_\_\_

If denied, documents needed: \_\_\_\_\_

## INFORMATION FOR RESIDENCE CLASSIFICATION

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 residence in Florida for at least 12 months. To qualify as a Florida resident for tuition purposes you must be a U.S. citizen, permanent resident alien, or legal alien granted indefinite stay by the U.S. Citizenship and Immigration Services. Living in or attending school in Florida will not, in itself, establish legal residence. Students who depend on out-of-state parents for support are presumed 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 incident to enrollment at an institution of higher education.

The instructions below do not comprise a comprehensive statement regarding residency classification. Refer to the “Florida Residency for Tuition Purposes” and “Residency Reclassification” sections of the current Edison Catalog. This Residency Application and Affidavit along with copies of documentary evidence must be submitted to the admissions office on the campus of your choice no later than the published “Last day to apply for change of residency for tuition purposes” for the term in which the residency is requested to take effect. Please refer to the Official College Calendar for important deadlines and dates.

### DEPENDENT OR INDEPENDENT

The determination of dependent or independent status is important for residency classification because it is the basis for whether the student has to submit his/her own documentation of residency (as independent) or his/her natural/adoptive parent’s or legal guardian’s documentation of residency (as dependent).

**Independent Student Criteria** Must meet at least one criterion and provide parents’ tax returns (1040’s) to be considered independent.

1. The student is 24 years of age or older by the first day of classes of the term for which residency status is sought at a Florida institution.(Current Edison Application for Admission must be on file in Registrar’s Office.)
2. The student is married. (Copy of marriage license or, if appropriate, divorce decree is required.)
3. The student has children who receive more than half of their support from the student. (Copy of most recent federal income tax return listing children as dependents is required.)
4. The student has other dependents who live with and receive more than half of their support from the student. (Copy of most recent tax return listing dependents is required.)
5. The student is a veteran of the US Armed Forces or is currently serving on active duty in the US Armed Forces for purposes other than training. (Copy of DD214 or military orders is required.)
6. Both of the student’s parents are deceased or the student is or was (until age 18) a ward/dependent of the court or foster care. (Copy of parents’ death certificates or a court order or letter from Children and Family Services is required.)
7. The student has established independent annual financial resources of at least \$9,350.00 per year. (Copy of most recent federal income tax return and W2 form(s) required.)

**Dependent Student:** All other students who do not meet the above definition of an independent student shall be classified as dependent students for determination of residency for tuition purposes.

## Documentary Evidence

The Claimant must provide two forms of evidence from the following lists; at least one document **MUST** be from Tier One. **ONE** document from Tier Two may be used in conjunction with **ONE** document from Tier One. **ALL documents supporting the establishment of legal residence** (whether from Tier One and/or Tier Two) **must be dated, issued or filed 12 consecutive months before the Proof of Florida Residency Deadline** date established for the term for which Florida Resident classification is sought. As some evidence is more persuasive than others, more than two may be requested. No single piece of documentation will be considered conclusive. **Additionally, there must be an absence of information that contradicts the applicant’s claim of residency.**

### **First Tier (at least ONE of the two documents submitted must be from the following list)**

Florida Driver’s license (if known to be held in another state previously, must have relinquished)

**OR** a State of Florida identification card (if evidence of no ties to another state)

Florida voter registration card

Florida vehicle registration (must show 12 consecutive months, two consecutive years of vehicle registrations may be required)

Transcripts from a Florida high school for multiple years (if Florida high school diploma or GED was earned within the last 12 months)

Transcripts from another Florida accredited college/university. The student must have attended the institution making the initial classification within the prior 12 months, and the residency classification must be noted on the student’s transcript.

Proof of permanent full-time employment in Florida (one or more jobs for at least 30 hours per week for a 12-month period) Letter from employer required.

Proof of purchase of a permanent home in Florida that is occupied as a primary residence of the claimant (Proof of homestead exemption required.)

### **Second Tier (may be used in conjunction with one document from First Tier)**

A Florida professional or occupational license

Florida incorporation

Declaration of domicile in Florida (12 months from the date the document was sworn and subscribed as noted by the Clerk of Circuit Court)

Any other documentation that supports the student’s request for resident status as supported by Florida Statutes

#### Example of “other” documentation:

Utility bills and proof of 12 consecutive months of payments, service must be current with no outstanding balance. Cell/mobile phones cannot be used

Lease agreement and proof of 12 consecutive months of payments, accounts must be up to date with no outstanding balance

State or court documents evidencing legal ties to Florida

### **Unacceptable Documents (may not be used)**

Hunting/fishing licenses, library cards, shopping club/rental cards, birth certificates, passport, insurance card, social security card