



Application for Georgia Residency Classification for Tuition Purposes

Who should submit this application?

The application may be submitted by students wishing to submit additional documentation as evidence that domicile has been established and maintained in Georgia for 12 continuous months immediately preceding the first day of classes and requesting to be considered for possible reclassification.

Who may be eligible for in-state status for tuition purposes?

- An **independent student** who moved to Georgia and:
 - Moved to the state for reasons other than attending a post-secondary educational institution;
 - Abandoned all ties to their previous state or country of residence;
 - Receives no financial assistance from outside of Georgia;
 - Is not claimed as a dependent on the taxes of someone who resides outside of Georgia;
 - Is contributing to the state by paying income taxes; and
 - Is a U.S. citizen, Lawful Permanent Resident, refugee, asylee, or other eligible noncitizen as defined by federal Title IV regulations.
- A **dependent student** whose parent or U.S. court-appointed legal guardian moved to Georgia and:
 - Moved to the state for reasons other than attending a post-secondary educational institution;
 - Abandoned all ties to their previous state or country of residence;
 - Receives no financial assistance from outside of Georgia;
 - Is contributing to the state by paying taxes; and
 - Is a U.S. citizen, Lawful Permanent Resident, refugee, asylee, or other eligible noncitizen as defined by federal Title IV regulations.

In addition to the above, a **dependent student** of a Georgia-domiciled parent or U.S. court-appointed legal guardian must either:

- Be a graduate of a Georgia high school; or
- Be claimed as a dependent on their Georgia-domiciled parent's state or federal income taxes.

Please complete and return this application along with pertinent documentation to North Georgia College & State University. New students must submit the application and documentation at least 21 days prior to the start of their admission term. Enrolled students must submit the application and documentation by the deadlines posted on the Registrar's Office website: <http://www.northgeorgia.edu/tuitionclassification/>. Copies of supporting documents must be provided with this application. Proof of U.S. lawful presence (refer to [northgeorgia.edu/lawfulpresence](http://www.northgeorgia.edu/lawfulpresence) for documents that can be provided) must also be submitted. See page 5 for additional information.

Personal Information

Term Petitioning for: Fall Spring Summer Year: _____

Are you currently enrolled at NGCSU? Yes No If no, are you applying for admission to NGCSU? Yes No

Student Legal Name: _____
Last First Middle

Previous Name(s): _____
Last First Middle

Email Address: _____ ngcsuID#: _____

Physical Address: _____ Home Phone: _____

_____ Cell Phone: _____
City State ZIP

- Did you claim yourself? No Yes
 - Did someone claim you as a dependent? No Yes If yes, for what year(s)? _____
If yes, please list his/her name and your relationship with that person.
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Parent and Guardian Information (if applicable)

Father's Name _____ Is your Father living? Yes No
 Permanent Address: _____ Since (date): _____
 Employer: _____ State: _____ Employment date (from) ___/___/___ (to) ___/___/___
 Driver's License is from what state? _____ Date Issued: _____
 Motor Vehicle Registration is from what state? _____ Date of Registration: _____
 Registered to vote in what state? _____ Date of Registration: _____
 State taxes filed most recently in what state? _____
 Homestead Exemption claimed on a home? Yes No This home is in what state? _____
 Date home was purchased: _____

Mother's Name _____ Is your Mother living? Yes No
 Permanent Address: _____ Since (date): _____
 Employer: _____ State: _____ Employment date (from) ___/___/___ (to) ___/___/___
 Driver's License is from what state? _____ Date Issued: _____
 Motor Vehicle Registration is from what state? _____ Date of Registration: _____
 Registered to vote in what state? _____ Date of Registration: _____
 State taxes filed most recently in what state? _____
 Homestead Exemption claimed on a home? Yes No This home is in what state? _____
 Date home was purchased: _____

Are your parents separated or divorced? No Yes If Yes, who has custody of children?

Legal Guardian Information (if applicable)

Do you have a Legal Guardian? No Yes If Yes, please attach a copy of court documentation awarding custody and answer the following.
 Guardian's Name _____
 Court appointed at (place): _____ On (date): _____
 Permanent Address: _____ Since (date): _____
 Employer: _____ State: _____ Employment date (from) ___/___/___ (to) ___/___/___
 Driver's License is from what state? _____ Date Issued: _____
 Motor Vehicle Registration is from what state? _____ Date of Registration: _____
 Registered to vote in what state? _____ Date of Registration: _____
 State taxes filed most recently in what state? _____
 Homestead Exemption claimed on a home? Yes No This home is in what state? _____
 Date home was purchased: _____

Spouse Information (if applicable)

Spouse's Name _____ Is your Spouse living? Yes No
Permanent Address: _____ Since (date): _____
Spouse's Present Legal Residence (domicile) is in what State? _____ Since (date): _____
Previous Permanent Address: _____
Employer: _____ State: _____ Employment date (from) ___/___/___ (to) ___/___/___
Driver's License is from what state? _____ Date Issued: _____
Motor Vehicle Registration is from what state? _____ Date of Registration: _____
Registered to vote in what state? _____ Date of Registration: _____
State taxes filed most recently in what state? _____
Homestead Exemption claimed on a home? Yes No This home is in what state? _____
Date home was purchased: _____

Residency Background

Has your residence status for tuition purposes ever been previously determined by any in-state public educational institution?
 No Yes If Yes, please answer the following.
Name of the Institution _____ Classification given: Resident Non-Resident
When was this status determined (Term and Year)? _____
From what state or foreign country did you move your home
and legal residence to Georgia? _____ When? _____
When do you claim that you began your legal residence (domicile) in Georgia? _____

Employment Information

List your employment information. Start with the most current.

Employer: _____ Employment Dates: _____
Address: _____ Hours Worked per Week: _____
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Address: _____ Hours Worked per Week: _____
Employer: _____ Employment Dates: _____
Address: _____ Hours Worked per Week: _____

Financial Support

List the distribution of your financial contributions that helps fund your education. (This should total 100%)

Parents _____%
Employment _____%
Financial Aid _____%
Savings _____%
Summer Employment _____%
Gifts _____%
Spouse _____%
Other Relatives _____%
Trust Funds* _____%
Other _____%
Total: 100 %

*List the state to which the trust fund pays income taxes. _____
Specify: _____

Oath and Affirmation

I, the undersigned, hereby swear or affirm to the authenticity of the information provided on all pages of this affidavit. I understand that any false or misleading information on this affidavit or provided in support of this affidavit may result in denial of admission or expulsion from the institution. I understand that it may also cause me to be billed for the out-of-state tuition. I hereby give permission for North Georgia College & State University to review or examine any and all documents and records, including any confidential loan forms and related data, which may assist in clarifying my in-state status.

Signature of person making affidavit

Subscribed and sworn to before me this _____ day of _____ 20__

Notary Public

Commission Expires

Form Submission

Please submit completed form and supporting documentation to the appropriate office based on your admission and enrollment status at NGCSU. Questions should be referred to these offices as well.

New Graduate Students – Office of Graduate Admissions (706-864-1543, grads@northgeorgia.edu)

New Cadets – Office of Cadet Admissions (888-413-9366, cadetrecruiting@northgeorgia.edu)

Other New Students – Office of Undergraduate Admissions (706-864-1800, admissions@northgeorgia.edu)

All Other Students – Office of the Registrar (706-864-1760, regoff@northgeorgia.edu)

North Georgia College & State University

ATTN: (List Your Appropriate Office)

82 College Circle

Dahlonega, GA 30597

Supporting Documents (please submit as many of these items as possible)

1. A letter/statement from your employer(s) verifying any employment during the last 12 months. The letter/statement should indicate dates of employment and whether you had full or part-time employment. The letter/statement should be on company letterhead or be notarized.
2. A copy of the lease or deed for your residence(s) during the past 12 months, receipts from the payment of property taxes. **If the lease or deed is not in your name**, please also provide a notarized statement from the person who is on the lease stating that you do/did in fact live with him/her and for how long you have/had continuously resided with this person.
3. A Certified copy of your last Georgia income tax return from the Georgia Department of Revenue and a statement of intent to file current year tax (January –April, please include copies of past years W-2's). A copy of your parent's, guardian's or spouse's income tax return. If your parents, guardian, or spouse are Georgia residents, please also include a certified copy of their last Georgia income tax return.
4. Homestead exemption documents.
5. Georgia property tax receipt.
6. Verification of voter registration.
7. Valid vehicle registration for the State of Georgia.
8. Current insurance policy for Georgia registered vehicle
9. Valid Georgia Driver's License.
10. Verify or provide copies of home of military record, military orders in Georgia, and Leave & Earnings Statements (LES).
11. Copies of guardianship paperwork. (court orders).
12. If basing residency claim on marriage to a Georgia resident, a copy of your marriage certificate.
13. A copy of your permanent resident alien card (front and back), and/or documentation of any other visa status. If your permanent resident status or visa has been in place for less than 12 months, prior to the semester of the application term, please document your prior visa status.
14. Copy of your last Federal Income Tax return.
15. A copy of your birth certificate or other legal documentation.
16. Financial Institution statement or letter.
17. A copy of business or professional license(s) in Georgia.
18. Documentation of family, social, civic, or governmental ties in the State of Georgia with the intent to remain permanently.
19. A personal statement or any other documentation that you may feel is relevant to your status.