



SOUTHERN UNION STATE COMMUNITY COLLEGE

CERTIFICATION OF ELIGIBILITY FOR IN-STATE RESIDENCY

Before completing the application for resident student status, please read the following:

A student seeking residency reclassification has the burden of overcoming the presumption of nonresident student status. To do so, the student must submit satisfactory evidence that the student's residency status has changed by demonstrating more substantial non-school related connections to the state than any other state and the intent to remain here indefinitely. Completed forms and supporting evidence are to be turned in to the Dean of Students Office. Students must submit proper documentation for confirmation of status to the Dean of Student's Office before the deadline on the attached In-State Residency Committee Meeting Dates. Otherwise, out-of-state will be maintained.

1) Name _____
Last First Middle

2) Date of Birth _____ Social Security/Student Number _____

3) Address _____
Street & Number City State Zip

4) Home Telephone _____ Cell Phone _____
area code area code

5) When did your residency in Alabama begin? ____/____/____ (mm/dd/yyyy)

6) Are you a U.S. Citizen? Yes _____ No _____

If no, please contact International Advisor, Dr. Fred Williams at (256) 395-2211 ext. 5151 (Wadley Campus) or (334) 745-6437 ext. 5151 (Opelika Campus) before continuing.

a. Are you a Resident Alien? Yes _____ No _____

If yes, please provide a copy of your Resident Alien Card. Go to question (7) below. If the answer to question (7) is no, then go to Category I and submit your documentation, **sign on page 4**, and return the application to the Dean of Student's Office. **Permanent residents may not obtain residency by Category II.**

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7) **Did you graduate from an Alabama High School or obtain a GED in the state of Alabama within two years of the date of your application for admission?**

Yes _____ No _____. If yes, attach your transcript and sign on **page four** and submit this application to the Dean of Student's Office.

8) **Do you reside in a county listed below? If yes, you may qualify under the Reciprocal Out-of-State Tuition Waiver Agreement:**

Eligible residents of the Georgia counties listed below may attend designated campuses of Southern Union State Community College at the same rate as Alabama students under a **reciprocal out-of-state tuition waiver agreement**: Please read the section below to see if you qualify.

Eligible Counties for the Wadley Campus:

Carroll•Chattahoochee•Coweta•Haralson•Harris•Heard•Marion•Meriwether•Troup

Eligible Counties for the Valley Campus:

Muscogee•Pike•Stewart•Talbot•Taylor•Troup•Upson

Eligible Counties for the Opelika Campus:

Chattahoochee•Harris•Heard•Marion•Meriwether•Muscogee•Quitman•Stewart•Talbot•Troup

9) **Do you reside outside of Alabama in a state and county which is within the 50-mile radius of the designated campus you are attending? (Not to include the counties listed above)**

Yes, _____ No _____

If yes, then please attach documentation that the state and county you reside is within the (50) mile radius of the designated campus you checked on your application.

Please provide the documentation from Categories I or II below if you answered yes to question (8) or (9) above, sign and date page 4 and return the application to the Dean of Student's Office.

Please read all information for Categories I and II before completing these sections.

CATEGORY I: RESIDENT STUDENT

CHECK HERE IF YOU ARE APPLYING AS A RESIDENT STUDENT ()

Resident students must **(1)** be a United States citizen or be a non-citizen who has been granted residency status by the United States government; **and (2)** the applicant must be either **(A)** a duly registered resident in the State of Alabama for at least 12 months immediately preceding application for admission, **or (B)** have a non-estranged spouse who has resided and had habitation, home and permanent abode in the State of Alabama for at least 12 months immediately preceding application for admission, **or (C)** in the case of a minor (under 19 years of age) dependent seeking admission, have parents, parent, or legal guardian who have/has resided in the State of Alabama at least 12 months immediately preceding application for admission (must attach tax form of parents showing student as a dependent). If parents are divorced, residence will be determined by the residency of the parent to whom the court has granted custody.

Consequently, an out-of-state student cannot attain Resident Student status by attending school for twelve months in the State of Alabama. Please continue to page three and four for information that must be attached to this form.

Certification by Resident Student

I hereby certify that (Name of City) _____ is my residence in the State of Alabama, and I intend to remain in the State of Alabama indefinitely. I further certify that I have more connections with the State of Alabama than with any other state. I hereby affirm that all information supplied in this application is complete and accurate and I agree to notify the college if there are any changes in the information submitted with this form.

Signature

Date

Proof of Connections with the State of Alabama (To be provided by Resident Student Applicants)

Though your certification of an address and intent to remain in the State indefinitely shall be prerequisites to establishing status as a resident, ultimate determination of that shall be made by the institution by evaluating the presence or absence of connections with the State of Alabama. The presence of a connection within the state of Alabama must be greater than the absence of a connection within the state of Alabama. To be eligible for in-state tuition the applicant should attach proof of at **least 6** documents of the suggested list below to establish intent to remain in the state of Alabama **indefinitely**. **Please circle the 6 items below that you are documenting.**

1. Graduation from Alabama high school or GED. (Attach transcript).
2. Payment of Alabama state income taxes. (Example: AL tax returns from previous year- attach documentation)
3. Ownership of a residence or other real property and payment of state ad valorem taxes. (copy of mortgage bill or tax bill in your name)
4. Full-time employment in the state. (Example: Letter from employer. Letter from employer must be on letterhead stating full-time employment status, along with a contact number and start date.)
5. Residence in the state of a spouse, parents or children. (Certified documentation)
6. Previous periods of residency in the state continuing for one year or more (Certified documentation).
7. Voter registration and voting in the state; more significantly, continuing voter registration in the state that initially occurred at least one year prior to the initial registration of the student in Alabama at a public institution of higher education (Certified documentation).
8. Possession of state or local licenses to do business or practice a profession in the state of Alabama (copy of license).
9. Ownership of personal property in the state, payment of state taxes on the property, and possession of state license plates (copy of tax receipt or vehicle registration).
10. Continuous physical presence in the state for a purpose other than attending school, except for temporary absences for travel, military service and temporary employment. (Dated certified documentation).
11. Membership in religious, professional, business, civic or social organizations in the state. (Membership card)
12. Maintenance in the state of checking and/or savings accounts, safe deposit boxes or investment accounts. (Certified documentation).
13. Alabama address shown on selective service registration, driver's license, hunting/fishing licenses, insurance policies, stock/bond registrations, last will and testament, annuities or retirement plans. **Only one** can be used to fulfill this requirement.

(over)

CATEGORY II: NON-RESIDENT STUDENT

CHECK HERE IF YOU ARE APPLYING AS A NON-RESIDENT STUDENT ()

Non-Resident Students are **citizens of the U.S.** who do not meet the standard of having resided in the State of Alabama for at least 12 months immediately preceding application for admission. In determining Non-Resident Student status for the purpose of charging in-state tuition, the burden of proof lies with the applicant. **If you meet one of the requirements below (A-D), circle the appropriate letter, attach certified documentation, sign and date below, and return the application to the Dean of Student’s Office. Copies of current tax returns must accompany documentation (federal and state). If you are documenting a spouse or dependent below then you must provide a copy of their current tax returns (federal and state).**

- A.** Is a full-time permanent employee of the institution at which the student is registering or is the spouse/dependent of such an employee. (Attach letter of employment from Human Resources on documented letter head).
- B.** Can verify full-time employment within the State of Alabama and will commence employment **90 days** before registration with the institution; or spouse of said employee or dependent of such (Letter from employer must be **on letterhead stating full-time employment status, along with contact number and start date**).
- C.** Is a member/spouse/dependent of a member of the United States military on full-time active duty stationed in Alabama under orders for duties other than attending school (copy of orders; spouse/dependent copy of military I.D. Card).
- D.** Is an accredited member/spouse/dependent of a consular staff assigned to duties in Alabama. (Certified documentation).

I hereby affirm that all information supplied in this application is complete and accurate and I agree to notify the college if there are any changes in the information submitted with this form.

Signature _____
Date

Committee recommendation:

(A) Approved _____ (B) Disapproved _____

Committee Members:

_____ <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	_____ <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved
Signature	Signature
_____ <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	_____ <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved
Signature	Signature
_____ <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	_____ <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved
Signature	Signature

Committee Chair: _____ Date: _____

A copy of this Request and supporting documents shall be kept on file at the College
Please return this request and documentation to:
Southern Union State Community College
Dean Tiffany Sanders
P. O. Box 1000
Wadley, AL 36276