

TO: Residency Appeal Committee, Broward College

I, _____
Name Student ID No.

Street Address _____ City/State/Zip _____

claim to be an eligible Florida resident for tuition purposes and was improperly classified as a non-resident or am attempting to be re-classified as a Florida resident for tuition purposes. I have read the residency requirements specified in the Admissions Section of the **Broward College Catalog** and the specific provision which I claim qualifies me for in-state tuition and fees:

Residency Qualification Provision (be specific) _____

I provide the following accompanying documents to substantiate my claim that I am entitled to Florida resident status for tuition purposes:

AFFIDAVIT

I _____ being first duly sworn, do hereby swear or affirm that I have been, or will be, a Florida resident and domiciliary for at least 12 consecutive months immediately prior to the first day of the term for which Florida Residency for Tuition Purposes is sought. Florida is my true, fixed and permanent home and place of habitation. Florida is the state where I live, remain, and where I expect to return when I leave. As evidence of my intention to make Florida my permanent home, I have supplied documents to show that I began establishing my residence and domicile at least 12 consecutive months immediately prior to the first day of the term for which Florida Residency for Tuition Purposes is sought, or that I qualify under the exception provision.

I understand that a false statement in this affidavit will subject me to penalties pursuant to 837.06, Florida Statutes.

Sworn to and subscribed before me this date _____
Month/Date/Year Signature of Claimant (in ink)

Signature of Notary Public and Seal Date

Term in which residency status classification/reclassification is requested:

- Fall (year) _____ Winter (year) _____ Summer (year) _____

ACTION BY RESIDENCY APPEAL COMMITTEE

(check one and sign)

- I have reviewed this appeal and approve the reclassification of the residency status of this student.
- I have reviewed this appeal and it is my opinion that the evidence presented fails to meet Florida residency requirements for tuition purposes. The student has been informed.

Residency Appeal Committee Chair _____ Campus _____

Date _____ Effective Term _____

Appropriate changes have been made on the student's records and the student has been informed (initial) _____

PLEASE READ REVERSE SIDE FOR INSTRUCTIONS AND ADDITIONAL INFORMATION

INSTRUCTIONS

This form is used to petition for reclassification of Florida residency status for tuition purpose. A student who believes that he/she has been incorrectly classified as a non-resident or is attempting to be reclassified as a Florida resident for tuition purposes should review the requirements in the College Catalog and specifically state in this petition exactly which provision is applicable. All appropriate documents, sufficient to prove the claim, must be attached to this petition. Submit the packet to the campus registrar in sufficient time for processing before the start of the academic term for which reclassification is requested. No retroactive reclassifications are permitted.

DETERMINATION OF RESIDENCY STATUS

Legal Basis: "An individual shall not be classified as a resident for tuition purposes and, thus, shall not be eligible to receive the in-state tuition rate until he/she has provided clear and convincing documentation that supports permanent legal residence and its duration as may be required by officials of the institution of higher learning from which he seeks the in-state tuition rate." (Florida Statute 240.1201) and Broward College Policy 6Hx2-5.01.

Definition: A legal Florida resident for tuition purposes is a person who has:

1. Purchased a home which is occupied by him/her as a residence, has filed a legal domicile with a Florida Circuit Court, **or** who has maintained a legal residence in Florida for at least 12 consecutive months immediately prior to the first day of the term for which residency is sought, for the purpose of maintaining a bona fide domicile.
2. Additionally, the person must have resided in Florida at least 12 consecutive months immediately prior to the first day of the term for which residency is sought.

Exception: The College Catalog and Broward College Procedure A6Hx2-5.01 lists some categories allowed by Florida Statutes as exceptions to the above residency requirement.

PETITION INFORMATION

1. Simply living in Florida will not, in itself, qualify one as a legal resident.
2. Living in Florida merely incident to attending college is not adequate grounds for reclassification.
3. Students depending on financial support of parents are generally presumed to have the legal domicile of their parents.
4. Copies of most recent tax returns and birth certificates (or adoption papers) are usually used to establish student/parent relationship and/or dependency.
5. Other documents that may be appropriate for residency reclassification are listed below. Attach appropriate documents or photocopies when the original copy has been viewed by the Registrar.

SUPPORTING DOCUMENTATION

At least two pieces of documentation are required. The evidence must be clear and convincing and adequate for the Residency Appeal Committee to make a professional judgment in the case. This is a partial list of documents that may support the petition for residency classification. Check documents by appropriate category and attach copies. **Do not include documents that do not support your specific claim.**

1. **Home Ownership** documents. (Examples: deed, mortgage and real estate records.)
2. **Legal Domicile** statement, a notarized form from the Circuit Court.
3. **Twelve-Month Requirement.** Show any documents that support a claim of legal residence for at least 12 consecutive months immediately prior to the start of the academic term for which reclassification is requested.
4. **Permanent Employment.** Show employment contract, pay slips or letter from employer to prove that you were employed in Florida on a full-time basis.
5. **Voter's Registration.** A voters' registration card from a Florida county.
6. **Driver's License.** A Florida vehicle operator's permit with a Florida address ("Florida Only," issued to non-resident is not appropriate.)
7. **Vehicle Registration.** Florida vehicle title or registration.
8. **Proof of Dependency.** If student is being claimed on a parent's residency, show that you are related. Show dependency with tax records. If adopted, show court orders.
9. **Parent's Residency.** If student claims residency based on parents, show that one parent is a legal resident and not just a periodic visitor. Show parent's residence for 12 consecutive months immediately prior to the first day of the term for which residency is sought.
10. **Professional/Occupational License.** Show that you are authorized to perform professional or business services in Florida.
11. **Family Ties.** If residency claim is based on relatives, show relationship. A dependent child living with an adult relative other than his/her parent(s) may qualify as a Florida resident for tuition purposes if the adult relative has maintained a legal residence in the state of Florida for at least 12 consecutive months immediately prior to the first day of the term for which residency is sought, and the dependent child has lived with the relative for five years immediately preceding residency classification and has been claimed by that relative as a "dependent" under the Federal Income Tax Codes.
12. **Marriage.** If residency status is related to marriage to a Florida resident, show marriage license and prove that the spouse has been a Florida resident for at least 12 consecutive months immediately prior to the first day of the term for which residency is sought.
13. **Active Duty Military.** Show military orders and/or identification cards (green) of military member stationed in Florida and/or military dependents (exempt category). If military member is a Florida resident and stationed outside of Florida, dependents show military orders (DD2058 or document showing home of record required).
14. **Full-Time Instructional and Administrators.** Show employment contract from a public school, college or university. If dependent or spouse, also show relationship to qualifying member. (NOTE: clerical and part-time are not eligible.)
15. **Law Enforcement.** Show full-time employment with state, county or city agency, and job-related status for law enforcement or corrections training.
16. **Independent Status.** Documentary evidence that the student is emancipated from parents' financial support and is indeed an independent person. Such students then must meet Florida residency and duration requirements.
17. **Foreign Nationals.** Foreign students in the U.S. on an indefinite basis, for reasons other than education, may present evidence to show their eligibility for Florida residency. Only **visa** categories A, E, G, I and K will be considered. They must meet all other residency and duration requirements.
18. **Other.** Show any other documents or circumstances explained on attached letter that is relevant to determining this residency reclassification petition.