



# INDIANA STATE UNIVERSITY

## Application for Re-Classification as an Indiana Resident

Please review the Indiana State University Residency policy prior to completing this application. Complete each one of the five sections. This application must be submitted to the Office of the Registrar 10 days before classes start in the semester for which you are applying for residency. (Note: If your parents/guardians or another individual living out of state secured a Plus Loan for you, then you are not eligible for a change in your residency.)

### Section 1: Your Demographic Information

Name \_\_\_\_\_ University ID #: \_\_\_\_\_

Student Status ☐ Undergraduate ☐ Graduate

Current Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_ County \_\_\_\_\_

Date of Birth \_\_\_\_\_ Marital Status ☐ Single ☐ Married

Telephone number \_\_\_\_\_ Email address: \_\_\_\_\_

Are you a US citizen? ☐ Yes ☐ No

If no, are you a permanent resident? ☐ Yes ☐ No

If yes, you must attach a copy of the front and back of your alien registration receipt card. If no, please contact the office of the Registrar.

Semester/year you are requesting to begin classification as a resident: ☐ Fall ☐ Spring ☐ Summer Year: \_\_\_\_\_

### Section 2: Your Status

Please check the category below that applies to you. **Check only one.**

- ☐ Adult student. Check this category only if you will be 24 years of age or older when the semester for which you are applying for residency begins.
- ☐ Emancipated minor student. Check this category only if you will be under 24 years of age when the semester for which you are applying for residency begins **and** you have become emancipated from your parents or guardian through marriage, formal court action, abandonment, or positive action of alienation on your part. **You must provide documentation of your eligibility for this classification (e.g., court order, marriage license)**
- ☐ Unemancipated minor student. Check this category if you are under 24 and not married and either of your parents claims you as a dependent for income tax purposes or provides you with substantial financial support.

### **Section 3: Basis on which you believe you qualify for classification as an Indiana resident**

You will qualify for classification as an Indiana resident if:

You are an adult **or emancipated minor** and either you or your spouse meets one of the following criteria.

You are an **unemancipated minor** and either of your parents/guardians meets one of the following criteria.

Please check the criterion for which you, your spouse or your parents qualify. **Check only one.**

- ☐ **Criterion 1:** Residence within the state of Indiana for reasons other than educational purposes for 12 consecutive months **prior to** the start of the semester for which you are applying for residence and sufficient proof of intent to make the State of Indiana a permanent home for an indefinite period. *Note: You typically **will not** qualify under this criterion if your primary purpose for being in Indiana is to attend Indiana State University. Simply living in Indiana for 12 months **does not** qualify you as an Indiana resident for fee purposes. Determining residency is not based solely on length of time in Indiana, but rather on your purpose for being in Indiana.*
- ☐ **Criterion 2:** Presence within the State of Indiana for purposes of retirement, full-time employment, professional practice, or to conduct a business full-time. *To qualify under this criterion, you must document that you, your spouse, or your parent(s) (if you are an unemancipated minor) are currently residing in Indiana for one o f these purposes.*
- ☐ **Criterion 3:** Military personnel.
- ☐ **Criterion 4:** Graduate Student

### **Section 4: Documentation**

Please provide copies of each of the items listed below for the criterion you checked in section 3. The documentation should be for yourself, your spouse or your parents based on the option you selected. Please attach copies, not originals, as we must retain what you send. If you are unable to provide any of the listed documentation, please attach an explanation.

One item from the list below is required for evidence of residence for Military	
<b>Active Duty</b> <ul style="list-style-type: none"><li>• DEERS Statement-this will be required when the student is a spouse or dependent.</li><li>• Request and Authorization for Permanent Change of Station form</li><li>• Enlistment or Re-Enlistment Contract</li><li>• Orders</li></ul>	<b>Veteran</b> <ul style="list-style-type: none"><li>• DD-214</li></ul>

Required by all undergraduate applicants	
Most recent signed federal income tax returns. Documentation submitted must include filers name(s) and address.	<b>Dependent Applicants</b> This should be submitted for student's parent(s)/legal guardian(s).
	<b>Independent Applicants</b> This should be submitted for the student.
Two items from the list below for undergraduate students	
Driver's license/State issued ID	<b>Dependent Applicants</b> State issued identification is required for parent(s)/legal guardian(s).
	<b>Independent Applicants</b> State issued identification is only required for the applicant.
Dated rental agreement, purchase agreement or 1098 tax form demonstrating the origination of the mortgage (Campus housing cannot be used for proof of residency)	Submitted documentation must clearly demonstrate the following: <b>Purchased Home</b> <ul style="list-style-type: none"> <li>• Date of the purchase of home</li> <li>• Address of the home</li> <li>• Name(s) of the purchaser(s)</li> <li>• Deed forms will not be accepted as proof of purchase</li> </ul> <b>Rented Home</b> <ul style="list-style-type: none"> <li>• Date the lease begins (not the date it was signed)</li> <li>• Date the lease ends</li> <li>• All occupants of the property. If the student/parent is not the primary lessee then you must be able to demonstrate you are legally on the lease in some way</li> </ul>
Copy of current Indiana voter registration card	Must be the actual registration card and not just the application.
Copy of Indiana automobile registration	<b>Dependent Applicants</b> Automobile registration for parent(s)/legal guardian(s) or in the student's name
	<b>Independent Applicants</b> Automobile registration in student's name

Three items from the list below for Graduate Applicants	
<ul style="list-style-type: none"> <li>• Indiana automobile registration</li> <li>• Indiana driver's license</li> <li>• Indiana voter registration card</li> <li>• Rental agreement/lease</li> <li>• Verification of mortgage in Indiana</li> <li>• Utility bill (electric, water, sewage)</li> <li>• Income tax forms from most recent year</li> </ul>	

## **Section 5: Signature**

I affirm/attest that the information and documentation I am providing is true and accurate to the best of my knowledge. I understand that submitting falsified information may result in my suspension from the University with loss of fees.

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Signature

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Date

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Signature of parent(s)  
required for unemancipated minors

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Date