



University of North Alabama

Application for In-State Residency Classification

Residency Appeal Application Deadlines: Fall - August 1, Spring - December 1, Summer - May 1

- Residency appeals will not be accepted until a student has been admitted to the University.
- If you are a *new freshman, new transfer or newly readmitted student*, submit this form and all supporting documents to the **Office of Admissions** in Coby Hall by the deadline above.
- If you are *currently enrolled student*, submit this form and all supporting documents to the **Office of the Registrar** in Bibb Graves Hall by the deadline above.

Student Name: _____
Last First Middle

Student ID: L00 _____ Date of Birth: ____/____/____ Phone Number: _____
Month Day Year

Are you 19 years of age or older? Yes No* Marital Status: _____

**An applicants who is considered a minor by the state (single and under 19 years of age or married and under 18 years of age) must have documentation and signed residency statement provided by his/her "supporting person(s)."*

Term Applying for Residency: _____ Semester Year Citizenship Status: U.S. Citizen Permanent Residence

Do you currently live in University residence hall or housing? Yes* No

**If yes, you are NOT eligible for in-state residency unless you are a minor and your supporting person meets all residency criteria.*

Certification of Residency

I, _____, declare or affirm that I am a resident of the State of Alabama or Service Area* as designated by the University of North Alabama, and by signing below attest and certify:

- the following is my permanent physical address and location within the State of Alabama or Service Area* and is my residence,
- I intend to remain at this address indefinitely, and it is my intent to and has been my intent to be a resident of the State of Alabama or Service Area of the University of North Alabama, and
- I have more connections with the State of Alabama or the Service Area than with any other state.

**Service Areas: Mississippi - Alcorn, Itawamba, Lee, Prentiss, Tishomingo counties; Tennessee - Decatur, Giles, Hardin, Henderson, Lawrence, Lewis, Lincoln, Maury, McNairy, Perry and Wayne counties*

Permanent Physical Address: _____

City: _____ State: _____ Zip: _____

County: _____

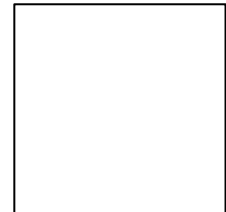
Dates: From (Month/Year): _____ To (Month/Year): _____

Student Signature Date Supporting Person Signature (if applicable) Date

**I hereby petition to be a resident student and affirm that the information provided in this appeal and supporting documentation is true and accurate to the best of my knowledge.*

Sworn to and subscribed before me this _____ day of _____, 20____ (Affix notary seal below)

Signature of Notary Public
My commission expires _____



Must Complete Substantial Connections Page – (Parts A and B).

APPLICANT'S MUST COMPLETE PARTS A AND B BELOW.

Copies of all supporting documents must be submitted with this form.

A. Documentation of the following MUST be submitted

- 1. Notarized *Certification of Residency* – Page 1 of Application
- 2. Signed *Personal Statement of Residency* that lists your primary purpose for living in the State of Alabama and intent for remaining in the state
Note: if a person is in Alabama primarily for the purpose of obtaining an education, that person shall be considered a **non-resident** student
- 3. Permanent physical address shown on an Alabama (or Service Area) driver license or state ID card
- 4. Previous period(s) of residency in Alabama continuing for one year or more (See Section C for exemptions)

B. In addition to Part A, you must submit a minimum of TWO or more of the following to support proof of a substantial connection to Alabama or Service area. *Additional documentation may be required.*

- Graduation from an Alabama or Service Area high school or GED taken in Alabama or Service Area (acceptable document(s): official transcript, diploma, or GED test score report)
- Payment of Alabama state income taxes as a resident (acceptable document(s): most recently completed tax return showing Alabama or Service Area income taxes paid)
- Ownership of a residence or real estate in Alabama or the Service Area (acceptable document(s): copy of tax receipt, including proof of ad valorem/property taxes paid)
- Proof of current full-time employment in Alabama or the Service Area (acceptable document(s): most recently completed tax return/pay stub showing Alabama or Service Area income taxes paid/letter from current Employer on company letterhead, including hiring dated)
- Residence in the state of Spouse/parent/child (acceptable document(s): proof of address and relationship)
- 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 (acceptable document(s): voter's registration card)
- Possession of an Alabama or Service Area License to do business or practice a profession in the state or Service Area (acceptable document(s): copy of license)
- Possession of Alabama or Service Area personal property and/or license plate (acceptable document(s): copy of tax receipt/current auto registration/auto title)
- Current membership in a religious, professional, business, civic, or social organization in Alabama or Service Area (acceptable document(s): provide letter on organization letterhead from organization officer or membership certificate/library card)
- Maintenance of checking account, savings account, safety deposit box, or investment account (acceptable document(s): copy of current statement or letter from bank)
- In-state address shown on other official documentation (acceptable document(s): selective service registration, hunting and fishing licenses, insurance policies, stock and bond registrations, last will and testament, annuities, or retirement plans)

C. One-year residency exemption criteria for Item 4 - Section A

- Full-time or graduate assistant employment with the University of North Alabama (acceptable document(s): letter from UNA Human Resources Department)
- Full-time employment or spouse full-time employment with the State of Alabama, which will commence within 90 days of registration (acceptable document(s): letter from state employer on letterhead containing start date)
- Member of or is the spouse of a member of the United States military on full-time active duty stationed in Alabama under orders for duties other than attending school (acceptable document(s): current copy of military orders showing full-time active duty assignment in Alabama)
- Proof of current full-time employment in Alabama or the Service Area (acceptable document(s): letter from current state employer on letterhead, including hiring dated)
- An accredited member of or the spouse of an accredited member of a consular staff assigned to duties in Alabama (acceptable document(s): accredited membership letter listing assignment of duties)

Submit Page 1 and 2 of this application along with supporting documentation to the below:
Newly Admitted Students - Office of Admissions
Currently Enrolled Students - Office of the Registrar