

# University of NORTH ALABAMA

## APPLICATION FOR CERTIFICATION OF RESIDENCE IN THE STATE OF ALABAMA

### RESIDENCY APPEAL APPLICATION DEADLINES:

SEMESTER OF ENTRY	DEADLINE
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Fall .....	August 1
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Spring .....	December 1
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Summer .....	May 1
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***Early application is strongly encouraged.***

### RESIDENCY APPEAL APPLICATIONS **WILL NOT BE ACCEPTED** UNTIL A STUDENT HAS BEEN ADMITTED TO THE UNIVERSITY

Student Name: \_\_\_\_\_  
Last First Middle

Student ID: L00 \_\_\_\_\_ Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Marital Status: \_\_\_\_\_  
Month Day Year

Term Applying for Residency: \_\_\_\_\_ Semester Year Citizenship Status: ☐ U.S. Citizen  
☐ Permanent Residence

## CERTIFICATION OF RESIDENCY

I, \_\_\_\_\_, declare or affirm that I am a resident of the State of Alabama or Service Area (Mississippi: Alcorn, Itawamba, Lee, Prentiss, Tishomingo / Tennessee: Decatur, Giles, Hardin, Henderson, Lawrence, Lewis, Lincoln, Maury, McNairy, Perry and Wayne counties) as designated by the University of North Alabama, and by signing the following statement attest and certify to the following:

**The following is my physical address and location within the State of Alabama or Service Area and is my residence.**

Permanent Physical Address: \_\_\_\_\_

**MUST HAVE A 12 MONTH LEASE**

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

County: \_\_\_\_\_ Home Telephone Number: ( \_\_\_\_\_ ) \_\_\_\_\_ Work Telephone Number ( \_\_\_\_\_ ) \_\_\_\_\_

UNA Email address: \_\_\_\_\_

*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. I have more connections with the State of Alabama or the Service Area than with any other state.*

Student Signature \_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Month Day Year

### Actions: (To be completed by Registrar)

Approved

Denied

#### Reasons for Denial:

Not 19 years old

No voter registration card

No permanent physical address shown on Alabama driver license or state ID

No documentation for one year residency

Insufficient documentation for section B

Notes: \_\_\_\_\_

**COMPLETE SUBSTANTIAL CONNECTIONS** – (Parts A and B). If you are currently enrolled, submit this form and all supporting documents to the Office of the Registrar by the deadline listed above. If you are a freshman, new transfer or former student, submit this form and all supporting documents to the Office of Admissions by the deadline listed above.

# RESIDENCY APPEAL APPLICATION DEADLINES:

## SEMESTER OF ENTRY

## DEADLINE

Fall..... August 1

Spring ..... December 1

Summer ..... May 1

***Early application is strongly encouraged.***

**APPLICANT'S MUST COMPLETE PARTS **A** and **B** BELOW.**  
***Copies of all supporting documents must be submitted with this form.***

### **A.** You must complete numbers 1-4 below:

- ☐ 1. Must be 19 years old
- ☐ 2. Voter registration card in Alabama or the Service Area AND
- ☐ 3. Permanent physical address shown on an Alabama driver license or state ID card for service area
- ☐ 4. One year residency at a specific physical address in the state of Alabama or service area

### **B.** In addition to the required documents in Part A, you must submit ONE or more of the following to support proof of substantial connection to Alabama or the Service area.

- ☐ Graduation from an Alabama or Service Area high school or GED taken in Alabama or Service Area (e.g. official transcript/ diploma/ GED test score report)
- ☐ Proof of current employment in Alabama or the Service Area (e.g. most recently completed tax return/ pay stub showing Alabama or Service Area income taxes paid/ letter from current Employer on company letterhead, including hiring date/ notarized Letter from current employer including hiring date)
- ☐ Ownership of a residence or real property in Alabama or the Service Area (include proof of ad valorem/ property taxes paid)
- ☐ Spouse/ parent/ child reside in Alabama or Service Area (proof of address and relationship)
- ☐ Previously lived in Alabama or Service Area (evidence of having been a resident, became a non-resident, and then returned to Alabama or Service Area)
- ☐ Possession of an Alabama or Service Area License to do business or practice a profession in the state or Service Area (copy of license)
- ☐ Ownership of personal property in Alabama or Service Area, payment of taxes on property, possession of Alabama or Service Area license plate (copy of tax receipt/ current registration/ auto title)
- ☐ Maintenance of checking account, savings account, safety deposit box, or investment account (e.g. copy of current statement or letter from bank)
- ☐ Current membership in a religious, professional, business, civic, or social organization in Alabama or Service Area (provide letter on organization letterhead from organization officer or membership certificate/ library card)