A GRADUATE STUDENT’S GUIDE TO THE GALAXY...
OF RESIDENCY FOR TUITION PURPOSES
RESIDENCY FOR TUITION PURPOSES IS A UTAH STATE LAW NOT JUST A UNIVERSITY POLICY!

We are required to follow the policy and procedures established under this law. The Board of Regents Policy and Procedures R512 defines the law for schools in the Utah System of Higher Education.
RESOURCES TO HELP STUDENTS DETERMINE IF THEY CAN QUALIFY AND HOW THEY APPLY FOR RECLASSIFICATION

• Board of Regents R512, Determination of Resident Status
• University of Utah Residency Institutional Policy

They will find these resources at: www.admissions.utah.edu/apply/residency
WHERE TO START

Step 1. Read the U of U Institutional Policy. This will explain to students how to qualify and how to apply for reclassification.

Step 2. Do all they can to meet all of the requirements for eligibility under the law. They shouldn’t consider “What is the least I have to do to qualify;” but rather consider “What all can I do to insure I qualify.”

Step 3. Submit the residency reclassification application or the Certification form and all required supporting documentation before the term deadline for the term they want to be considered a resident for tuition purposes.
HOW TO QUALIFY

A graduate student who has begun their graduate career as a non-resident must do the following to qualify for reclassification:

1. Be physically present in Utah for twelve continuous months immediately prior to the term they wish to be considered a resident for tuition purposes, AND
2. Be financially independent, AND
3. Establish domiciliary ties such as driver’s license, voter registration, and car registration by the required deadline, AND
4. Complete 40 graduate level semester hours, AND
5. Submit a residency reclassification application by the term deadline
Twelve Continuous Months

Students must prove that they have been physically present in Utah for 12 continuous months immediately prior to the term they wish to be considered a resident. Students may have limited travel outside the state of Utah, but the total absences from Utah during the twelve month time period cannot exceed a cumulative total of 29 days, including all holiday breaks, school breaks and summer months. The burden is on the student to prove physical presence in Utah for the required twelve continuous months.

Best ways to prove:
• Register for on-campus, term-length classes at a Utah school, including summer term. (The U of U does not charge out of state tuition for summer term so all students can enjoy paying at the in-state rate.)
• If not in school, be employed inside the state of Utah.
Financial Independence

This is determined by a student’s and/or parents’ federal tax return. A student cannot be claimed as a tax dependent by anyone that is not a resident of Utah. If the student does not file a federal return, we will ask for the parents’ federal tax return.

RESIDENCY APPLICATIONS SUBMITTED FOR:

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<th>PROCESSING YEAR 2014-15</th>
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Establish Domiciliary Ties

The policy states that a student must take overt steps to establish a domicile in Utah. The ties include a Utah driver’s license, Utah voter registration, and Utah car registration. (If a student has a car in Utah that is registered under the student’s name or the student’s name and the parent(s)’ name, it must be registered in Utah.) If a student files a Utah state tax return, it should be filed as a part-year or a full-year Utah Resident. These ties must be established well in advance of the application submission deadline.

**Deadlines for establishing Utah ties:**
- **Summer Term**: February 1
- **Fall Semester**: May 1
- **Spring Semester**: October 1
POLICY EXCEPTIONS THAT MAY ALLOW IMMEDIATE RESIDENCY RECLASSIFICATION

There are a number of policy exceptions that will allow the University of Utah to grant residency immediately. Details on these exceptions are found in the Board of Regents Policy R512.
SOME EXAMPLES INCLUDE

- Marriage to a Utah resident.

- United States Military Veterans, who have been discharged from the United States Armed Forces. Or a family member of a Military Veteran that has been discharged within the last five years prior to the beginning of the term the student wants to be considered a resident.

- A child of a parent who has resided in Utah for more than twelve months and is a legal resident of Utah. Child must be a tax dependent of either the Utah parent or the out-of-state parent.
BE SURE TO APPLY BEFORE THE TERM DEADLINE

A student’s residency classification is not automatically changed from Non-Resident to Resident.

The student must file a residency reclassification application or certification form before the term deadline for the term he/she wishes to be a resident for tuition purposes.
DEADLINES FOR ESTABLISHING UTAH TIES
SUMMER SEMESTER     FEBRUARY 1
FALL SEMESTER       MAY 1
SPRING SEMESTER     OCTOBER 1

DEADLINES TO SUBMIT AN APPLICATION
SUMMER TERM          APRIL 1
FALL SEMESTER       JULY 1
SPRING SEMESTER     NOVEMBER 1
STUDENTS ON CERTAIN SCHOLARSHIPS WILL NOT BE ALLOWED RESIDENCY RECLASSIFICATION

The time spent in Utah or the hours earned at any Utah System of Higher Education institution while participating in any of the following programs will not count toward the requirements to qualify for residency for tuition purposes:

- Western Undergraduate Exchange (WUE) sponsored by WICHE
- Professional Student Exchange Program (PSEP) sponsored by WICHE
- Western Regional Graduate Program (WRGP) sponsored by WICHE
- National Student Exchange (NSE)
- International Student Exchange Program (ISEP)
- Alumni Legacy Non-Resident Scholarship
- Alumni Non-Resident U Tradition Award
- The Dixie State College Utah’s Good Neighbor Students’ Tuition Waiver
- Idaho Contract (Medical Students)
INFORMATION FOR FOREIGN NATIONALS

• Foreign nationals who have been granted legal immigrant or permanent U.S. resident status are classified for purposes of resident status according to the same criteria applicable to U.S. citizens. These students will be required to provide a copy of their Permanent Resident/Resident Alien card with the residency reclassification application. Reclassification will not be granted without proof of permanent resident status in the United States.

• Information on special tuition waivers for foreign nationals can be found in the Board of Regents Policy R513. Students may find this information at http://higheredutah.org/policies/#section5. They may also contact the Office of Admissions for more detailed information. The waivers are titled:
  – HB 144 Exemption for Certain Students with Utah High School Graduation.
  – HB 118 Exemption of Nonresident Tuition for Certain Foreign Nationals.
If you have any questions regarding residency for tuition purposes, **contact only the Office of Admissions** for assistance.

University of Utah  
Office of Admissions  
201 S 1460 E Room 250 S  
Salt Lake City UT 84112  

(801) 581-8761, Option #5  
(801) 585-7864 Fax  
Email: Residency@sa.utah.edu