



University of South Alabama  
Application for In-State Residency Classification

Office of the Registrar  
Meisler Hall, Suite 1100  
390 Student Center Circle  
Mobile, AL 36688  
Phone: (251) 460-6251  
Fax: (251) 460-7738  
Email: registrar@southalabama.edu

The rules regarding residency for tuition purposes at University of South Alabama are governed by the State of Alabama Code Subsection 16, Title 16, Chapter 64.

**Complete this form and include all documentary evidence**

Residency reclassification will be considered for U.S. citizens or U.S. Permanent Residents who are classified out-of-state for tuition purposes at the University of South Alabama. A student who has been coded Non-resident by Admissions processing must provide significant evidence illustrating a connection as a resident in the State of Alabama or Service Area. **Select the appropriate qualifying form for consideration and only attach the corresponding document along with your supporting documentation.**

- Form A:** An Automatic Qualifier is any student, regardless of enrollment status that beyond a reasonable doubt can demonstrate proof of residency.
- Form B:** An independent student (19 years of age or older) who has established/maintained domicile in the State of Alabama or Service area for **at least one calendar year (12 consecutive months)** prior to enrollment at the University.
- Form C:** A dependent student considered a minor by the state (single and under 19 years of age, or married and under 18 years of age) presumed to be a dependent of his or her parents if he or she cannot prove financial self-sufficiency for **at least one calendar year (12 consecutive months)** prior to enrollment at the University.

Were you a full-time student in the most recent Fall or Spring Semester at USA?  Yes  No

*\*Applicants who were full-time in the most recent fall or spring semester, may not be eligible for residency reclassification. Please refer to Form A. Automatic Qualifiers for exceptions to full-time enrollment in the most recent Fall or Spring term.*

**Certification of Residency / Personal Statement**

I, \_\_\_\_\_, declare or affirm that I am a resident of the State of Alabama or Service Area\* as designated by the University of South 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 South Alabama, and I have more connections with the State of Alabama or the Service Area than with any other state.

*\*Service Areas: Mississippi - George, Greene, Harrison, Jackson, Perry, or Stone counties; Florida - Escambia, or Santa Rosa counties.*

Additional Personal Statement:

Permanent Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
County: \_\_\_\_\_

Dates: From (Month/Year) \_\_\_\_\_ To (Month/Year) \_\_\_\_\_

*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.*

\_\_\_\_\_  
Student Signature Date

\_\_\_\_\_  
Supporting Person Signature (if applicable) Date

## Form C - Dependent Student

All applicants must submit a copy of an Alabama (or Service Area) driver license or state ID card showing permanent address. **If current license is not the earliest, provide evidence of earliest license.**

**A dependent student who is considered a minor by the state (single and under 19 years of age, or married and under 18 years of age) presumed to be a dependent of his or her parents if he or she cannot prove financial self-sufficiency for at least one calendar year prior to enrollment.**

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

Jag ID: J00 \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Phone Number: \_\_\_\_\_  
*Month* *Day* *Year*

Marital Status: \_\_\_\_\_

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

**Part 1. Applicants must provide a minimum of two proofs of residence from the acceptable documents listed below. All documentation must demonstrate residence for at least one calendar year prior to your enrollment at the University.**

Information that must be included in the document	Acceptable Documents
Proof of student's graduation from an Alabama or Service Area high school or GED completion	<input type="checkbox"/> Official high school transcript, diploma, or GED test score: (must be within prior year)
Copy of parent's payment of income taxes as an Alabama resident or Service Area resident	<input type="checkbox"/> 1 <sup>st</sup> two pages of most recent tax year return for Federal and State
Ownership of a residence or real estate in Alabama or Service Area; including ad valorem/property taxes paid	<input type="checkbox"/> Property Tax Receipt:
Parent's license to do business or practice a profession in Alabama or Service Area	<input type="checkbox"/> Business Licensure:
Parent's personal checking and saving account showing location established and date of establishment	<input type="checkbox"/> Checking <b>And</b> Saving Account Statement or Bank Letter:
Parent automobile registration or auto title that occurred at least one year prior to enrollment	<input type="checkbox"/> Personal property and/or license plate Tax Receipt:
Membership in religious, professional, business, civic, and social organization within Alabama or Service Area	<input type="checkbox"/> Letter on letterhead must include effective date
Proof of insurance in Alabama or Service Area listing effective date	<input type="checkbox"/> Insurance Policy

### FOR OFFICE USE ONLY

<input type="checkbox"/> Approved _____ <span style="margin-left: 100px;"><i>Date</i></span> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <span style="margin-left: 40px;"><i>Signature</i></span> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <span style="margin-left: 40px;"><i>Signature</i></span>	<input type="checkbox"/> Denied _____ <span style="margin-left: 100px;"><i>Date</i></span> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <span style="margin-left: 40px;"><i>Signature</i></span> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <span style="margin-left: 40px;"><i>Signature</i></span>	<input type="checkbox"/> Appeal _____ <input type="checkbox"/> Yes <input type="checkbox"/> No <span style="margin-left: 100px;"><i>Date</i></span> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <span style="margin-left: 40px;"><i>Signature</i></span>
---	---	---