

## Florida Residency Classification for Tuition Purposes

A Florida “resident for tuition purposes” is a person who has, or a dependent person whose parents or legal guardian has, established and maintained a legal residency in Florida for at least twelve months. To qualify as a Florida resident for tuition purposes, you must be a U.S. Citizen, permanent resident alien, or legal alien granted indefinite stay by the U.S. Bureau of Citizenship and Immigration Services. Other persons not meeting the twelve-month legal residence requirement may be classified as Florida residents for tuition purposes only if they fall within one of the limited special categories authorized by the Florida Legislature. All other persons are ineligible for classification as a Florida “resident for tuition purposes.” Living in or attending school in Florida will not, in itself, establish legal residence. Students who depend on out-of- state parents for support are presumed to be legal residents of the same state as their parents.

### I. OUT - OF - STATE RESIDENTS **If a Florida resident, proceed to section II and III.**

I understand that **I do not qualify as a Florida resident for tuition purposes** for the term for which this application is submitted and if I should qualify for some future term, it will be necessary for me to file the required documentation prior to the beginning of the term to be considered for Florida residency classification.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## II. FLORIDA RESIDENTS

*This section must be completed if you claim Florida residency for tuition purposes.*

- Attach copies of document(s) required.
  - Your and/or your parents’ most recent tax return or other documentation may be requested to establish dependence/independence.  
**Dependent:** a person for whom 50% or more of his/her support is provided by another as defined by the Internal Revenue Service.  
**Independent:** a person who provided more than 50% of his/her own support.
  - A copy of marriage certificate is required in all cases of spouse claiming partner’s residency.
  - Select below all that apply.
- A. I am an **independent person** and have maintained legal residence in Florida for at least 12 months.
  - B. I am a **dependent person** and my parent or legal guardian has maintained legal residence in Florida for at least 12 months.
  - C. I am a **dependent person** who has resided for **five years** with an adult relative other than my parent or legal guardian, and my relative has maintained legal residence in Florida for at least 12 months
  - D. I am **married to a person** who has maintained legal residence in Florida for at least 12 months. I have now established legal residence and intend to make Florida my permanent home. (**Required:** Copy of marriage certificate, claimant’s voter registration, driver’s license and vehicle registration.)
  - E. I was **previously enrolled at a Florida state institution** and classified as a Florida resident for tuition purposes. I abandoned my Florida domicile **less than 12 months** ago and am now re-establishing Florida legal residence.
  - F. According to the United States Immigration and Naturalization Service, I am a **permanent resident alien or other legal alien** granted indefinite stay and have maintained a domicile in Florida for at least 12 months. (**Required:** INS documentation and proof of Florida residency status.)
  - G. I am a **member of the armed services** of the United States and I am stationed in Florida on active military duty pursuant to military orders, or whose home of record is Florida, or I am a member’s spouse or dependent child. (**Required:** Copy of military orders or DD2058 showing home of record.)
  - H. I am a full-time instructional or administrative employee, **employed by a Florida public school, community college or institution of higher education**, or I am the **employee’s spouse or dependent child**. (**Required:** Copy of employment verification.)
  - I. I am a qualified beneficiary under the terms of the **Florida Prepaid College Program** (s.240.551, F.S.).

**III PERSON CLAIMING RESIDENCY SHOULD COMPLETE THIS SECTION IN FULL.**

- Documents supporting the establishment of legal residence must be dated, issued, or filed 12 months before the first day of classes of the term for which a Florida resident classification is sought. All documentation is subject to verification.
- Florida Panhandle Technical College protects the social security numbers of all individuals which are in its possession. As required by Florida law (119.071(5)), FPTC uses for the social security number for identification and verification purposes.

**Please Print:**

1. Name of Student: \_\_\_\_\_ 2. Student Social Security Number: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

3. Name of person claiming Florida residency: \_\_\_\_\_

4. Claimant's relationship to student: \_\_\_\_\_ 5. Claimant's telephone number: (\_\_\_\_\_) \_\_\_\_\_

6. Claimant's permanent legal address: \_\_\_\_\_

Street / P.O. Box                      Apt. No.                      City                      State                      Zip Code

7. Claimant's driver's license:      State: \_\_\_\_\_      Number: \_\_\_\_\_      Issue Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

8. Claimant's vehicle registration:      State: \_\_\_\_\_      Tag Number: \_\_\_\_\_      Issue Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

9. Claimant's voter registration:      State: \_\_\_\_\_      Number: \_\_\_\_\_      County: \_\_\_\_\_      Issue Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

I do hereby swear or affirm that the above named student meets all requirements indicated in the checked category above for classification as a Florida resident for tuition purposes. I understand that a false statement in this affidavit will subject me to penalties for making a false statement pursuant to 837.06, Florida Statutes, and to BOR Rule 6C-6.001(60, F.A.C.).

**Signature of person claiming Florida residency** \_\_\_\_\_ **Date** \_\_\_\_\_

# FLORIDA PANHANDLE TECHNICAL COLLEGE

## Information on Florida Residency Classification for Tuition Purposes

Students who are admitted to public-supported postsecondary educational institutions in Florida must complete an affidavit and provide proof of "residency for tuition purposes" in accordance with state law.

**1009.21, Florida Statutes (FS)**

**and BA-10.044, Florida Administrative Code (FAC)**

Non-U.S. citizen students and /or parents must provide evidence of eligible legal immigration status in the U.S. before being considered for Florida resident fees. Please check with the Registrar's Office at the campus you will attend for more specific information on the non-U.S. Citizen categories that are eligible to be considered for in-state fees. International Students and non U.S. citizens admitted into the United States with the following visas are NOT ELIGIBLE to pay Florida resident fees: B, C, D, F, H4 (if 21 or over), J, M, P and O.

ALL DOCUMENTS SUPPORTING THE ESTABLISHMENT OF FLORIDA RESIDENCY MUST BE DATED, ISSUED, OR FILED 12 MONTHS BEFORE THE FIRST DAY OF CLASS OF THE TERM IN WHICH THE RESIDENCY-FOR-TUITION-PURPOSES CLASSIFICATION IS SOUGHT. ALL DOCUMENTS MUST BE RECEIVED BY NO LATER THAN THE 100% REFUND DATE FOR THE TERM IN WHICH FLORIDA RESIDENCY IS BEING REQUESTED OR IT WILL APPLY FOR THE FOLLOWING TERM. PLEASE NOTE THAT THE NAME(S) LISTED ON ALL DOCUMENTS MUST MATCH.

**If you are under the age of 24, you will be automatically considered "dependent" unless you can prove otherwise (see below).** Students age 24 and over will be automatically considered independent unless proven otherwise.

If you are claiming to be independent and are under the age of 24, you must provide proof of financial independence. Independent students under the age of 24 must prove sufficient income in the previous year (check with the registrar's office on your campus for more information) and not be claimed by another person on their taxes (must show prior year taxes); have a dependent child and have received Florida state aid; show proof of marriage; be a veteran of the U.S. service (DD214) required ; be classified as "independent" by the financial aid office at Washington-Holmes Technical Center; or declared ward of the state or project independence recipient by a Florida state agency.

Please note that, per current Florida law, stepparents are not eligible to claim Florida residency on behalf of a dependent student. All students and/or parents (based on dependent or independent status) are required to submit the Florida residency affidavit and at least two of the following documents with dates that evidence the 12-month qualifying period. At least one of the documents must be from the First Tier. As some evidence is more persuasive than others, more than two documents may be requested. No single piece of documentation will be considered conclusive. Additionally, there must be an absence of information that contradicts the applicant's claim of residency.

**First Tier** (at least one of the two documents submitted must be from this list)

- Florida Driver's license (if known to be held in another state previously, must have relinquished ) OR a State of Florida identification card (if evidence of no ties to another state)
- Florida voter registration card
- Florida vehicle registration
- Declaration of domicile in Florida (12 months from the date the document was sworn and subscribed as noted by the Clerk of Circuit Court)
- Proof of purchase of a permanent home in Florida that is occupied as a primary residence of the claimant (warranty deed)
- Transcripts from a Florida high school for multiple years (if Florida high school diploma or GED was earned within last 12 months)

- Proof of permanent full-time employment in Florida or 1040 income tax forms and/or W-2 forms (one or more jobs for at least 30 hours per week for a 12-month period), this may include paycheck stubs from work in Florida (from at least 1 year ago and current) and/or a letter of employment in Florida on official company letterhead (from at least 1 year ago)
- Benefit histories from Florida agencies or public assistance programs; this may include proof of state of Florida unemployment, state aid, or social security benefits, including foster care, road to independence, and ward of the state

**Second Tier** (may be used in conjunction with one document from First Tier)

- A Florida professional or occupational license
- Florida incorporation
- Proof of membership in Florida-based charitable or professional organizations
- Other documentation that supports the student's request for resident status

Examples of "other" documentation:

- Utility bills and proof of 12 consecutive months of payments
- Lease agreement and proof of 12 consecutive months of payments
- State or court documents evidencing legal ties to Florida

Unacceptable Documents (may not be used)

- Hunting/fishing licenses
- Library cards
- Shopping club/rental cards
- Birth Certificate
- Passport

NOTE: The above serves as a summary of Florida law and related policies/procedures applied by Florida Panhandle Technical College in determining eligibility of residency-for-tuition-purposes. Further information is available at the Registrar's Office at the campus the student plans to attend. NOTE THAT NO SINGLE DOCUMENT SHALL BE CONCLUSIVE AND ALL DOCUMENTATION IS SUBJECT TO VERIFICATION. THERE MUST ALSO BE A LACK OF EVIDENCE OF TIES TO ANOTHER STATE IN ORDER FOR FLORIDA RESIDENCY TO BE GRANTED.

ADDITIONAL NOTICE: LIVING IN THE STATE OF FLORIDA FOR 12 MONTHS OR MORE DOES NOT AUTOMATICALLY CLASSIFY AND/OR RECLASSIFY STUDENT AND/OR PARENT AS A FLORIDA RESIDENT FOR TUITION PURPOSES. ALL INFORMATION IS SUBJECT TO CHANGE WITHOUT NOTICE.