Applying for Residency classification or reclassification

Persons applying to UTHSC or currently enrolled students at UT Health Science Center may request a change of their residency classification by submitting a signed and notarized residency application to the Office of Enrollment Services. The application should provide evidence to show that the individual/student is not seeking in-state classification simply for admission and/or tuition paying purposes.

* Enrolled student applications and supporting documentation must be submitted in the semester prior to the term the student is seeking reclassification. If reclassification is granted, the effective date will be the beginning of the upcoming semester. (Ex: applications submitted in the fall semester will be effective for the spring semester, etc.)

* Prospective students who apply for instate classification will be considered out of state during the admissions process until a residency classification has been determined. All residency decisions for prospective students should be completed by the date of matriculation.

Unless the contrary appears from clear and convincing evidence, it shall be presumed that an emancipated person does not acquire domicile in this state while enrolled as a full-time student.

Supporting Documentation:
Appropriate documentation to support an application for in state residency includes the following:

- Proof of domicile within Tennessee
- Evidence of employment in Tennessee
- Copy of voter’s registration
- Copy of Driver’s license
- Copy of car registration
- Copy of parents federal tax return filed during previous tax year
- Copy of personal federal tax return filed during previous tax year.

Effective Date of Reclassification
If a student, who is classified as out-of-state, applies for in-state classification and receives it, his or her classification status and corresponding tuition payments shall become effective following the semester reclassification is granted.
In accordance with the rules adopted by both the Board of Trustees of The University of Tennessee and the Board of Regents, individuals domiciled in the State of Tennessee are classified as in-state residents. All individuals not having a domicile in Tennessee are classified as out-of-state. In determining whether a student is domiciled in Tennessee all pertinent evidence is considered by the University. Presence or absence of any particular item(s) of evidence will not automatically result in an in-state or out-of-state classification.

In order that we may have full information with which to determine your classification for admission and fee purposes, please complete and return this application to the office checked at left. You may wish to attach supportive materials (letters, photocopies of documents, etc.), particularly at the places marked “Documentation.”

All decisions regarding classification for fee and admission purposes are made in accordance with Regulations for Classifying Students In-state and Out-of-state for the Purpose of Paying College or University Fees and Tuition and for Admission Purposes. (Copy available in each of the campus offices of Admissions and Records.)

Please type or print legibly in black ink.

PERSONAL INFORMATION

1. Name ___________________________________________________________________________________________
   (Last Name) (First Name) (Middle Name)

2. Student Identification Number (Social Security Number) ________________________________________________

3. Present Address __________________________________________________________________________________
   (Street & Number) (City) (State) (Zip Code)

4. Permanent Address ________________________________________________________________________________
   (Street & Number) (City) (State) (Zip Code)

5. Telephone Number ________________________________________________________________________________

6. Date of Birth ______________________________________________________________________________________
   (Month) (Day) (Year)

7. Place of Birth _____________________________________________________________________________________
   (City) (State)

8. Have you been domiciled* in Tennessee continuously since birth? Yes ☐ No ☐ If NO, date you began your most recent domicile in Tennessee? ___________________________________________________________________
   Address at time you began your most recent domicile ____________________________________________________
   (Street & Number) (City) (State) (Zip Code)
   Reason for coming to Tennessee to establish your most recent domicile? ___________________________________

9. High School(s) attended ___________________________________________________ from ______ to ________
   (Name) (City) (State) (Dates of Attendance)
   ____________________________________________________ from ______ to ________
   (Name) (City) (State) (Dates of Attendance)

Here, and elsewhere, Domicile is defined as, “A person’s true, fixed and permanent home and place of habitation; it is the place where he/she intends to remain, and to which he/she expects to return if he/she leaves without intending to establish a new domicile elsewhere.”
10. All colleges and universities attended (other than The University of Tennessee) from ________ to ________

<table>
<thead>
<tr>
<th>Name</th>
<th>State</th>
<th>Dates of Attendance</th>
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(If more, attach separate sheet)

11. Have you previously attended The University of Tennessee?

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<thead>
<tr>
<th>Campus</th>
<th>Dates of Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>UT at Chattanooga</td>
<td>from ________ to ________</td>
</tr>
<tr>
<td>UT, Memphis</td>
<td>from ________ to ________</td>
</tr>
<tr>
<td>UT, Knoxville</td>
<td>from ________ to ________</td>
</tr>
<tr>
<td>UT at Martin</td>
<td>from ________ to ________</td>
</tr>
</tbody>
</table>

12. Have you ever been classified as an in-state resident by a state-aided institution in Tennessee? Yes ☐ No ☐ If so, please give details __________________________

13. Are you a Citizen of the U.S.? Yes ☐ No ☐ If NO, What is your status in this country (e.g., type of visa)? __________________________

14. Are you registered to vote? Yes ☐ No ☐ If YES, in what state are you registered to vote?

15. Have you filed state or federal income tax form for previous year? Yes ☐ No ☐ If YES, what address was given as residence?

16. Are you presently employed? Yes ☐ No ☐ If YES, employer’s name __________________________

Employer’s address __________________________

Dates of employment __________________________

Job Title __________________________

If appropriate, what percentage of your on-the-job time is spent out-of-state? __________________________

Hours worked per week __________________________

17. List every source from which you received more than approximately ten percent (10%) of your support or income during the past twelve months __________________________

__________________________________________

__________________________________________

__________________________________________

__________________________________________

__________________________________________

(CITIZENSHIP)

EMPLOYMENT

FINANCIAL SUPPORT

(Documentation: photocopy of address section of form(s).)
18. Are you Married □ Single □

If married, spouse's name

_______________________________________________
(Last Name) (First Name) (Middle Name)

19. Has spouse been domiciled in Tennessee continuously since birth? Yes □ No □

If NO, when did spouse begin his or her most recent domicile in Tennessee?

_______________________________________________
(Month) (Year)

20. Is spouse employed full-time? Yes □ No □

21. How long has he/she been in present position? ______

22. His/her employer in Tennessee ___________________

23. Father’s name ____________________________________________________________________________________

(Last Name) (First Name) (Middle Name)

24. Father’s address __________________________________________________________________________________

(Street & Number) (City) (State)

25. Mother’s name ____________________________________________________________________________________

(Last Name) (First Name) (Middle Name)

26. Mother’s address __________________________________________________________________________________

(Street & Number) (City) (State)

27. Do you have a legally appointed guardian? Yes □ No □

If YES, guardian’s name

_______________________________________________
(Last Name) (First Name) (Middle Name)

28. Guardian’s address ________________________________________________________________________________

(Street & Number) (City) (State)

29. If your parent or guardian is not presently domiciled in Tennessee, has he/she previously been domiciled in Tennessee? Yes □ No □

If YES, Give previous Tennessee address

_______________________________________________
(Street & Number)

_______________________________________________
(City) (State)

Dates of previous domicile in Tennessee:

from ____________________ to _____________________

30. If parent or guardian is not presently domiciled in Tennessee, but was domiciled here in the past, state reason for leaving ________________________________________________________________________________

31. Did either parent or your guardian claim you as a dependent on his/her most recent income tax return? Yes □ No □

(Documentation: photocopy of address & dependent sections of tax form)

32. Have you served in active military service? Yes □ No □

If YES, from what state did you enter service? ____________

State in which you were discharged_____________________

Home of Record as listed on D.D. Form 214_____________

(Date of entry into service _________________________

(Date of discharge _________________________

(Documentation: photocopy of D.D. Form 214)
## AUTOMOBILE

33. Do you have a driver’s license? Yes [ ] No [ ]

If YES, what state issued the license? _________________

(Documentation: photocopy of license.)

Driver’s License Number ___________________________

34. Do you own an automobile? Yes [ ] No [ ]

If YES, in what state is your automobile registered?

(Documentation: photocopy of auto registration.)

Automobile License Number ________________________

## REAL ESTATE

35. Do you own the dwelling in which you live? Yes [ ] No [ ]

If YES, date of purchase ____________________________

(Documentation: photocopy of bill of sale, or mortgage papers, or other public record)

## OTHER IN-STATE CLASSIFICATION

36. Have you been classified for tuition or fee purposes as an in-state resident of any other state? Yes [ ] No [ ]

If YES, date classification was made and by whom

_______________________________________________

## OTHER INFORMATION

37. Provide any further information which you wish to offer in support of your application ________________________

_______________________________________________

_______________________________________________

_______________________________________________

_______________________________________________

## TO BE COMPLETED BY ALL APPLICANTS

My signature below is to certify to the correctness and completeness of the information supplied. It further indicates that I understand that The University of Tennessee may contact any of the persons referred to above for the purpose of obtaining additional pertinent information, and that I further understand that any false information provided in the foregoing statements will disqualify me from being considered an in-state student for fee and admission purposes and I may be required to withdraw from The University of Tennessee.

Date _______________________________ Signature of Applicant ______________________________________________

State of __________ County of _____________ Subscribed and sworn to before me this _____ day of __________ , 19 ___

Notary Public ________________________________________ My Commission Expires ____________________________

Please do not write below this line

Determination: [ ] Resident [ ] Non-Resident

Special Conditions: _________________________________

By: _____________________________________________

Date: ___________________________________________