

Residency Information for Alabama Residents

Student Name: _____ SSN: _____

A resident for tuition purposes is someone who maintained legal residence in Alabama for 12 consecutive months immediately preceding the first day of classes for which enrollment is requested and established at least two legal ties to the state. The most common forms of documentation are listed below. For a complete list of legal documents please refer to the Residency Documents section of this document.

Residency for tuition purposes is based on an **independent person**. If a student is under the age of 24, the College will assume the student is dependent, meaning he/she is eligible to be claimed by the parent/legal guardian for IRS purposes. Residency for dependent students is based on the **parent/legal guardian** of the student. If a student wishes to be classified as independent, additional documentation is required. **Alabama residents** meeting the residence criteria qualify for Florida tuition plus a differential.

Requests for Review: If you disagree with a residency decision, you have the right to appeal to the College’s Residency Committee. Please contact an admissions office on any campus for assistance in filing an appeal.

RESIDENCE STATEMENT

THIS SECTION MUST BE COMPLETED BY THE INDEPENDENT STUDENT OR THE PARENT/LEGAL GUARDIAN OF THE DEPENDENT STUDENT.

Name of person claiming residence in Alabama: _____
Last Name First Middle

Check Status: Student Parent Spouse Legal Guardian (court-appointed guardianship documentation required)

Permanent address: _____
Street Address City State Zip Code

Beginning date of residence: _____ **County of Residence** _____

Check the box that applies to you.

- I am an independent person and have maintained legal residence Alabama for the 12 months that immediately precede the first day of classes for which enrollment is requested. **NOTE:** If you are under the age of 24, you must provide documentation proving independent status. (See Residency Guidelines section provided in this packet.)
- I am the parent/legal guardian of a dependent student. I have maintained legal residence in Alabama for the 12 months that immediately precede the first day of classes for which enrollment is requested. **NOTE:** Legal guardians must document court-appointed guardianship.
- I am married to a person who has maintained legal residence in Alabama for at least the past 12 consecutive months. I now have established legal residence and intend to make Alabama my permanent home. (Required: copy of marriage certificate and/or other documents required to establish residency.)
- I am an active duty service member of the United States military stationed in Alabama. **Required Documents:** Military ID card and a copy of permanent military orders to Alabama. Spouse and dependent children are included.

Provide two documents that demonstrate legal ties to Alabama. A complete list is available in the Residence Documents section of this document.

ID/Driver License State _____ Issue Date _____ Number _____
Voter Registration State _____ Issue Date _____ Number _____
Vehicle Registration State _____ Issue Date _____ Number _____

AFFIRMATION: I meet requirements provided by the Florida Statutes for Residency for Tuition purposes and understand that false statements may subject me to penalties for perjury. (FS837.06)

Signature of Claimant: _____ **Date:** _____

Residency Documentation

A resident for tuition purposes is a person who has established and maintained permanent legal residence in the state for at least 12 consecutive months immediately preceding the first day of classes rather than maintaining temporary residency for the sole purpose of enrollment at an institution of higher education. Documents must be submitted with dates that evidence physical presence in Alabama during the 12-month period prior to the first day of class. Additionally, there must be no information contradicting the applicant’s claim of residency (i.e. a driver’s license from another state). Living in Alabama in itself will not establish legal residency for tuition purposes. Students depending upon out-of-state parents for support are considered residents of the same state as their parents.

Alabama residents meeting the residence criteria qualify for Florida tuition plus a differential.

Two of the following documents (or at least three in the case of reclassification) issued at least 12 months prior to the first day of classes are required.

At least one of the documents must be from Tier One. If the claimant does not have two items from the Tier 1 list, he or she may present one document from both lists— Tier 1 (required) and Tier 2

Tier One	Tier Two
Alabama driver’s license	Alabama professional or occupational license
Alabama identification card	Alabama incorporation
Alabama vehicle registration	A document evidencing family ties in Alabama (family member will need to provide 2 Alabama legal ties)
Alabama voter’s registration card	Proof of membership in a Alabama-based charitable or professional organization
Proof of purchase of a permanent Alabama home occupied as a primary residence by the claimant (Required: document such as a deed or other evidence of title to property used as primary residence, a homeowner’s policy, a title insurance policy, evidence of a property tax payment on the primary residence, multiple leases reflecting an Alabama address, or a lease of multiple years’ duration.)	Documentation that supports the student’s request for resident status including but not limited to, utility bills, or lease agreements and proof of 12 consecutive months of payments; or an official state, federal, or court document evidencing legal ties to Alabama.
Proof of a homestead exemption in Alabama. (Required: document from the county tax collector demonstrating the application of a homestead exemption to the claimant’s primary residence.)	A Declaration of Domicile in or Alabama filed with Clerk of Court 12 months or more prior to the first day of classes.
Official transcripts from an Alabama high school for multiple years (2 or more) if the Alabama high school diploma or GED was earned within the last 12 months.	
Proof of permanent full-time employment in Alabama for at least 30 hours per week for a 12 month period. (Required: pay stubs or W-2 form for past 12 consecutive months and/or verification from employers, and/or an IRS 1099 with verification of employment for the past 12 consecutive months from an employer.)	

Unacceptable documents that cannot be used:

- Passport
- Social Security Card
- Hunting/Fishing Licenses
- Shopping/Rental Club Card
- Concealed Weapon/Gun Permit
- Invalid/Expired Documentation
- Tax Returns
- Library Card
- Birth Certificate
- Bank Statements
- Insurance Cards
- Cable and cell phone bills