

STATEMENT OF FLORIDA RESIDENCY FOR TUITION PURPOSES

**STEP
1**

When applying for college in the state of Florida we need to know if you are dependent or independent to establish Florida Residency for Tuition Purposes.

Are you?

Dependent

Independent

Move on to step 2 once completed.

Confused on which applies to you?

Read below to help you choose your answer.

- If you're under 24, you're dependant – submit a copy of your parents'/legal guardians' most recent Federal tax return (only if you have different last names and are attempting to establish proof of relationship). (If applicable, include documentation of court-appointed guardianship.)
Note: A step-parent cannot be the claimant unless he/she has legally adopted or has legal guardianship of the student.
- If you are over 24, you are independent.
- If you support yourself financially (you are not claimed by anyone as a dependent on their taxes) and you're under 24, you may be considered independent – submit a copy of your most recent Federal tax return.
- You may also be considered independent if you are under the age of 24 if you are married, you have a child or other dependent as defined by the federal tax code, your parents are deceased and you are or were until age 18 a ward of the court, or you are considered independent for financial aid purposes. Documentation of any of these statuses is required.

There are some unique circumstances that may affect your classification as a Florida resident.

Please check the circumstance that applies to you (one only). Once you have selected, move on to step 3.

- None of the below circumstances apply to me.
1. I am requesting a reclassification to Florida Resident. I was initially classified as a non-Florida resident because I had not lived in Florida for the 12 consecutive months immediately preceding my admission or enrollment at a Florida institution of higher education.*
2. I am a qualified beneficiary under the terms of the Florida Pre-Paid Post-secondary Expense Program (S.240.551.F.S). (Copy of signed card may be required; student must complete steps 2 and 4 only.)
3. I am a dependent person who has resided for five years with an adult relative other than my parents or legal guardian and my relative has maintained legal residence in Florida for at least 12 consecutive months. (Attach a notarized letter from the adult relative stating that the student is their dependent and that they “exercise day-to-day care, supervision, and control” of the student, and copy of his/her most recent tax return showing you are their dependent; adult relative must complete the remaining steps.)
4. I am married to a person who has maintained legal residence in Florida for at least 12 consecutive months. I have established legal residence and intend to make Florida my permanent home. (Copy of marriage certificate required. USCIS documentation required for Permanent Residents. Student must provide a copy of his/her Florida Driver's License. Spouse must complete the remaining steps.)
5. According to the United States Citizenship and Immigration Services (USCIS), I am a Permanent Resident or other status granted indefinite stay and have maintained a domicile in Florida for at least 12 consecutive months. (USCIS documentation and proof of Florida residency status required.)
6. I am a member of the United States armed services stationed in Florida on active military duty or whose home of record is Florida, or I am the member's spouse or dependent child. (Copy of military orders or discharge is required.)
7. I am a full-time employee of a state agency or political subdivision of the state whose student fees are paid by the state agency or political subdivision for the purpose of job-related law enforcement or corrections training. (Letter of employment verification required.)
8. A Florida public college/university declared me a resident for tuition purposes (Last enrollment must have been less than 12 months ago). Name of institution _____
(Attach official verification from the institution. Student must complete the remaining steps.)
9. 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). (Letter of full-time employment verification required.)
10. 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 consecutive months ago, and I am now re-establishing Florida legal residence. (Attach official verification from the institution. Student must complete remaining steps.)
11. I am a full-time student participating in an international linkage institute. (S.288.8175.F.S.) (Letter of verification required.)
12. I am living on the Isthmus of Panama and have completed 12 consecutive months of college work at the F.S.U. Panama Canal Branch (or I am the student's spouse or dependent child). (College transcript required; if spouse or child, copy of marriage certificate or proof of dependency also required.)

*Because you were initially classified as a Non-Florida Resident for Tuition Purposes you must be able to show that living in Florida is/was not for the sole purpose of attending a Florida college or university. (If independent, student must complete remaining steps; if dependent, student's parent or legal guardian must complete the remaining steps.)

Note: Students who apply to Valencia on or after July 1, 2009 should know that Florida statute will not allow reclassification to occur if either the student or the claimant (the person claiming Florida residency) was enrolled in any higher education institution at any time during the 12 consecutive months they were establishing Florida residency for tuition purposes.

STEP
3

Are you a resident of the State of Florida?

For tuition purposes we need to know how long you've lived in Florida. The person claiming Florida residency is called the claimant. The claimant is the student if independent. If you are a dependent student then your parent or legal guardian is the claimant. The claimant must complete the following steps and also sign this document.

Please print clearly using blue or black ink.

1. Name of student:

2. Last 4 digits of student's Social Security Number or all of VID No.:

S.S.: _____ VID: _____

3. Student's date of birth:

4. Name of person claiming Florida residency:

5. Claimant's relationship to student:

6. Claimant's telephone number:

7. Claimant's permanent legal address
(A P. O. Box cannot be used):

Street Address _____ Apt. No. _____

City _____ State _____ Zip _____

8. Citizenship of person claiming residency (claimant and student must present original Permanent Resident card, or other approved USCIS documentation of status, in person to any campus Answer Center):

Yes, U.S. Citizen

No. If no, country of citizenship

9. Date claimant began establishing legal Florida residence and domicile:

STEP
4

Please provide two forms of proof from the following list (mark the box for documents you will be submitting):

TIER 1 (You must have at least one item from this list.)

PREFERRED DOCUMENTS

Florida Driver's License or ID card*

Florida Vehicle Registration.

Florida Voter Registration.

ALSO ACCEPTED

Transcripts from a Florida high school or a Florida GED and score report (must have been earned within the last 12 months). If transcript is the student's, the claimant must be listed as the student's parent or legal guardian.

Proof of purchase of a permanent home that is occupied as a primary residence of the claimant (mortgage, deed, or Homestead Exemption; contracts/agreements must be dated 12 consecutive months prior to the Proof of Florida Residency Deadline).

(Please include name of document)

Proof of permanent full-time employment (30 or more hours per week) (letters from current and past employers on letterhead stating the date of hire and that claimant has been employed as a permanent full-time employee for the last 12 consecutive months).

Claimant's Florida Driver's License*:

License No. _____ Date of Birth _____ Original Issue Date _____

Claimant's Florida Vehicle Registration:

Vehicle Identification Number (VIN) or Title Number _____ Original Issue Date _____

Claimant's Florida Voter Registration:

Number _____

County _____ Original Issue Date _____

If you do not have two forms of proof from Tier 1 (you must have at least one) you may include one form from Tier 2. See next page for Tier 2.

*Florida ID card can be used only if there is no evidence of ties to another state; i.e. the claimant cannot possess a valid driver's license from another state.

