

## Utah Residency for Tuition Purposes

In order to have your application evaluated, you must submit your application and all supporting documentation by each semester's deadline. In accordance with Utah State Policy R512 section 4.10.1, applications will be accepted for Resident Classification until the 3<sup>rd</sup> week of classes.

### RESIDENCY APPLICATION CHECKLIST

- Fill out the Online Residency Application** through your MySLCC account under "Academics & Records" tab, then Application for Residency. We encourage all students to apply early as it will take time to work through the residency process.  
*Please note your application will not be processed until all required documentation has been received.*
- Read the Board of Regents policy (R512):** [http://higheredutah.org/pdf/policies/R512\\_2015-5-15.pdf](http://higheredutah.org/pdf/policies/R512_2015-5-15.pdf) \_\_\_\_\_  
Student Initials
- Submit required documentation** by emailing documents to [residency@slcc.edu](mailto:residency@slcc.edu) or taking documents to Admissions/Student Service offices at Taylorsville, South City, West Valley, Jordan, Library Square, or Miller Campus.  
*Please include your S# on all documentation and remove any sensitive information, such as bank account numbers.*
- Check your residency status** through your SLCC Bruinmail account. Check frequently to see if any further documentation is required.

### REQUIRED DOCUMENTATION TO QUALIFY FOR RESIDENCY UNDER THE 12-MONTH WAITING PERIOD

To qualify for resident student status, you must be a designated U.S. citizen or have been granted permanent resident, asylum, or refugee status and meet all of the following requirements:

**1. Live in Utah for twelve continuous months prior to the first day of class (R512:5.3.1).**

*You must not leave the state for more than 30 days during this twelve month period.*

- Verification of Physical Presence in Utah for a full 12-month period. You can provide rental contracts, pay stubs or utility bills (one for each month totaling a full year), or a letter from a Utah employer verifying your physical work presence in Utah. The letter must be dated and include your name, Utah address, employment start and end dates (if applicable), be on letterhead and be signed by a company official.

**2. Be financially independent, or claimed as dependent for tax purposes by a Utah resident (R512:4.11).**

- Verification includes the first two pages of your most recent federal tax return (Form 1040) and Utah state tax return (Form TC-40). If you're single, 24 or younger and you did not file a federal tax return, you must provide a copy of your parents' most recent federal tax return/s and Utah state tax return/s. Parent social security numbers and amounts may be blocked out, students social security number must be visible.

**3. Take steps to become a Utah residency and relinquish residency in any other state (R512:3.10)**

- Provide a copy of a current Utah driver's license.
- Provide a copy of a current Utah vehicle registration.

*If the student does not own the vehicle they are driving, they need to submit the vehicle registration to prove they are not listed on the registration.*

**Note:** *If you have participated in the Western Undergraduate Exchange program (WUE), you cannot use any time spent in Utah while under the WUE program toward gaining residency.*

## **RESIDENCY EXEMPTIONS AND REQUIRED SUPPORTING DOCUMENTATION:**

Students may qualify for in-state tuition purposes under Board of Regents R512 exemption policy listed below.

All exceptions still require students to be a designated U.S. Citizen, have a permanent resident status, granted asylum, or refugee. Please be advised we may request additional documentation other than what is listed. All students must fill out the online residency application unless specifically indicated otherwise.

### **A. I am a Utah resident returning from temporary religious or charitable service. (R512-4.5.1)**

*This applies only to those who were Utah residents prior to leaving for service.*

- Letter of release from organization verifying the temporary ecclesiastical service. It must include dates of service and establish that the student was released to a Utah address.
- Student's Utah driver's license.

### **B. I have long-term ties to Utah: I graduated from a Utah high school and have been absent from Utah less than 12 months and have not established residency in another state. (R512-4.5.2)**

- Student's Utah driver's license.
- Utah vehicle registration.
- Federal tax return (Form 1040) and State tax return (Form TC-40).
- Proof of time frame out of the state  
(Example: Passport stamps, employment verifying hire date, round-trip flight itinerary).

### **C. I am a Utah resident who was away for higher education reasons. (R512-4.5.2)**

- Student's Utah driver's license.
- Utah vehicle registration.
- Federal tax return (Form 1040) and State tax return (Form TC-40).
- Verification of payment of non-resident tuition paid at out-of-state college/university.

### **D. I married a Utah resident. (R512-4.5)**

- Student's Utah driver's license.
- Utah vehicle registration.
- Spouse Federal tax return (Form 1040) and State tax return (Form TC-40).
- Spouse's Utah driver's license.
- Marriage certificate.
- Spouse's verification of physical presence in Utah for a full 12-month period.  
(Example: rental contracts, pay stubs or utility bills (one for each month totaling a full year))

### **E. I work full time in Utah due to a permanent job transfer or recruitment. (R512-11.1)**

- Student's Utah driver's license.
- Utah vehicle registration.
- Federal tax return (Form 1040) and State tax return (Form TC-40).
- Letter from employer must be dated, and include your name, Utah address, employment start and end dates (if applicable), be on letterhead and include if employment was a transfer or recruitment and be signed by a company official.

**F. My spouse or parent(s) work full-time in Utah due to a permanent job transfer or recruitment. (R512-11)**

- Student's Utah driver's license
- Utah vehicle registration
- Parent's most recent federal tax return (Form 1040) to verify dependent status
- Marriage certificate to verify marriage to student
- Parent or spouse's Utah driver's license
- Letter from employer must be dated, and include name, Utah address, employment start and end dates (If applicable), be on letterhead and include if employment was a transfer or recruitment and be signed by a company official.

**G. I am a recipient of educational benefits (full tuition and fees) from a Utah social services agency (R512-4.7)**

*This is a temporary status and requires verification each semester.*

- Letter from State Social Service program verifying your participation in the program (This includes Workforce Services and Vocational Rehabilitation).

**H. I am an immigrant placed in Utah as a political refugee (R512-5.9)**

- I-94 Card/Passport stamp
- Student's Utah driver's license
- Letter from refugee placement services verifying direct placement in Utah from their home country

**I. I am a registered member of a Native American/American Indian tribe. (Not all tribes qualify) (R512-7)**

- A copy of the tribal card or copy of "Certificate of Blood" verifying student's membership of one of the following Tribes: Confederated Tribes of the Goshute Reservation, Navajo Nation (Diné), Northwestern Band of Shoshoni Nation of Utah (Washakie), Paiute Indian Tribe of Utah, Skull Valley Band of Goshute Indians of Utah, Ute Indian Tribe of the Uintah & Ouray Reservation, Hopi and Zunil.

**J. Extenuating Circumstances (R512-5.12)**

- Student's Utah driver's license
- Utah vehicle registration
- Documentation of extenuating circumstance (Ex. may include child care obligations, financial reason related to the student's divorce, the death of a spouse or similar situations, or reasons related to long-term care needs/responsibilities of the students themselves or of their immediate family member (spouse, parent, sibling, or child))

**K. Military Services Exceptions (R512-6)**

***Please visit SLCC Veterans Services Office for Residency Application.***

Veterans of the United States Armed Forces and their dependents

Active-duty military service member and their dependents must be a current duty station in Utah

Section 702 Waiver\*

*\*Student must be utilizing any of the following benefits: Chapter 33 Benefits or Chapter 35 Dependent Education Assistance. The Section 702 Waiver must be verified by SLCC Veterans Services School Certifying Official*

**L. Deferred Action for Childhood Arrivals (DACA), undocumented, and International students (R513-13)**

***Students must have attended a Utah high school for three or more years and have graduated from a Utah high School or attained the equivalent of a high school diploma (GED) and may not have registered/enrolled at a Utah System Institution earlier than the fall of the 2002-2003 academic year.***

- Affidavit Application (HB144)
- Official high school transcript with graduation date