

Application for a Change to In-State Residency Status

Currently enrolled students should consult with the Residency Officer in the Student Financial Services Office.

Instructions

All students applying for reclassification to in-state residency status for tuition purpose must fully complete the attached application before it will be considered. Providing full information will aid in presenting clear and convincing evidence of your status.

- In cases where the question is no applicable write “N/A” in the space provided.
- **Information that is provided should support that the student has established his/her residence and domicile in the state of New Hampshire for some purpose other than the temporary or primary one of obtaining an education.**
- The regulations of the University System of New Hampshire specify that the burden of proof is on the student.

In addition to the application, supporting documents must be attached. See the lists below for examples of documents that must be submitted. The Residency Officer may require additional documentation.

Dependent Students—Examples of Supporting Document

- Photocopy of parent’s NH property tax payment or lease showing at least 12 consecutive months of residence in NH and confirming current residence in NH
- Photocopy of parent’s last federal income tax return showing NH as the permanent address
- Photocopy of parent’s NH driver’s license indicating effective date

Independent Students—Examples Supporting Documents

- Photocopy of parent’s NH auto registration indicating effective date
- Photocopy of student’s NH property tax payment or lease showing at least 12 consecutive months of residence in NH and confirming current residence in NH
- Details supporting move to NH for a purpose other than pursuing an education
- Photocopy of student’s last federal income tax return
 - Evidence of Emancipation per section 7.2 of the [USNH Residency Rules](#)
- Portion of both parent’s federal income tax return showing that the student was not claimed as a dependent.
- Photocopy of student’s NH driver’s license indicating effective date
- Photocopy of student’s auto registration indicating effective date

Application Deadlines

Fall Semester:	July 1
Spring Semester:	December 1
Summer Semester	April 1

*Review of applications will **begin** on the next business day. The student will receive an email after the review is complete and a decision has been made. Applications received after the due date will be considered for the next regular semester*

Application Submission

The notarized application form and all supporting documentation must be mailed or submitted in person to:

**Residency Officer, Student Financial Services
Plymouth State University
17 High Street; MSC 19
Plymouth, NH 03264**

If you need notary services, please call ahead (603-535-2345) to speak to a notary in the Registrar’s Office to make an appointment.

Application for a Change to In-State Residency Status
Please type or print clearly

Name:		Date:	
PSU Student ID:		Date of Birth:	
Hub Suite Address:		PSU Email Address:	
Home Street Address:			
Home City:		Home State:	
		Home Zip:	
High School Attended:			
H.S. Graduation Date:		Marital Status:	
Are you a U.S. Citizen?		If not, what type of visa do you possess?	
I am applying for in-state residency status beginning:	Fall Term:		Spring Term:
			Year:
Have you ever applied for in-state residency status before?		If yes, date of application:	

1. On what date did you first move to New Hampshire?

2. Why did you move here?

3. Date you entered the University System of N. H.? Institution?

4. Have you been continuously enrolled each semester since then? If not, please explain:

5. Are you a degree-seeking (matriculated) student? If yes, what is your major?

6. Has your residence in New Hampshire been interrupted at any time since it began? If so, list when and the length of time out of state and the reason for your absence from New Hampshire.

7. List chronologically all post-secondary institutions at which you were enrolled during the last four years. If you were not enrolled in school, list all employment. Begin it the most recent first.

Dates	College or Company	Occupation	Address	FT	PT

8. List the name(s) of your parent(s) or legal guardian on whom you are dependent.

9. Are the parent(s) or legal guardian listed in item 8 domiciled in New Hampshire?
If yes, on what date did your parent(s) or legal guardian establish permanent residency in New Hampshire?

10. List the state(s) in which your parent(s) or legal guardian are registered to vote:

11. List the state(s) in which your parent(s) or legal guardian have automobiles registered:

12. List the state(s) in which your parent(s) or legal guardian have valid driver's licenses:

13. Do your parent(s) or legal guardian own property outside New Hampshire?
If yes, list the type of property and state in which it is located:

Dependent Students: Skip to the Notary section on the last page.
Students claiming Independent (Emancipated) Status: Complete items 14-28.

14. Are you presently receiving or have you in the last year received any financial support from either or both of your parents or a legal guardian?

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15. Were you claimed as an exemption by either or both of your parents or any person (except a spouse) on their last federal income tax return? If yes, what was the year last claimed by either or both of your parents?

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16. Are you being supported pursuant to a custody order? If yes, when will such support cease?

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17. List the dates and places you have registered to vote for the past four years:

Year	Date Registered	City and State

18. For the last four years, list the state(s) and years in which you filed a federal income tax return:

State	Month and Year Filed	For Tax Year

19. List all driver's licenses held within the last four years, including the states from which acquired, date of acquisition and whether they are presently valid.

Date	State(s)	Valid or Invalid

20. Do you have a car? If yes, in what state is it registered and what is the date of valid registration?

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21. Do you rent a house or apartment? If yes, how long you have resided there?

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22. If you rent, is the lease in your name? If not, please explain.

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23. Do you own property anywhere? If yes, list property, location and when acquired.

24. Have you paid property tax? If yes, list location(s) and most recent date(s) of payment.

25. Briefly explain the reason behind your change in status.

26. For students required to register with Selective Service, what is the location and address of your local Selective Service office? (Please include: Street, City, State and Zip)

27. If during the last year you have been independent of your parents or legal guardian for support, indicate below how you financed your living and tuition expenses during that time.

Expenses (Last Year)	Fall	Spring	Summer	Total
Tuition and fees:				
School related books, supplies, etc.:				
Housing and Utilities:				
Food, groceries and household supplies:				
Clothing and laundry:				
Transportation (including auto expenses and maintenance):				
Recreation:				
Medical, Dental and Health insurance expenses:				
Auto Insurance:				
Miscellaneous (specify):				
Total Expenses:				

Sources of Income (Last Year)	Fall	Spring	Summer	Percentage	Total
Parents					
Other relatives					
Earnings					
Personal savings					
Trust funds and inheritances					
Financial Aid awards					
Other sources of income (specify)					
Total Income:					

28. List your expected expenses during the coming year and how you expect to meet your financial obligations. Under Sources of Income, include the amounts you receive from all sources.

Expenses (Coming Year)	Fall	Spring	Summer	Total
Tuition and fees:				
School related books, supplies, etc.:				
Housing and Utilities:				
Food, groceries and household supplies:				
Clothing and laundry:				
Transportation (including auto expenses and maintenance):				
Recreation:				
Medical, Dental and Health insurance expenses:				
Auto Insurance:				
Miscellaneous (specify):				
Total Estimated Expenses:				

Sources of Income (Coming Year)	Fall	Spring	Summer	Percentage	Total
Parents					
Other relatives					
Earnings					
Personal savings					
Trust funds and inheritances					
Financial Aid awards					
Other sources of income (specify)					
Total Income:					

All Students Complete this Item:

By signing this, I attest that all the information supplied above is correct to the best of my knowledge and belief.

Signed: _____

(Must be signed by student in the presence of a Notary Public)

Notarization: (To be completed by a Notary Public)

Subscribed and sworn to before me this _____ day of _____,

Notary Public

County : _____ State : _____ My commission expires: _____