

Shoreline Community College students who are classified as non-residents at the time of their admission may be eligible to establish residency for tuition and fee purposes. Students must be able to document their “intent” to establish Washington as their permanent domicile (residence) **at least twelve (12) months prior** to the start of the quarter for which they are applying. (RCW 28B.15.012 and WAC 250.18.030) Residence Questionnaire and supporting documentation will be accepted up the 30th calendar day of the quarter. Documentation required to make a decision must be submitted by the **30th calendar day** of the quarter. **Documents received after the 30th day will be considered for the following quarter. If non-resident tuition was paid and the request is approved, the difference in tuition will be refunded.** Note: Attendance at a Washington State college or university cannot be used as documentation of intent to establish Washington residency.

To apply for in-state resident status, the following are required:

1. The attached college and university Residence Questionnaire. It is essential that the questionnaire be filled out completely and legibly. Failure to do so may delay a decision on your behalf. Establish whether you will be applying as a financially independent or dependent student. **Please note:** spouses do not qualify as “dependents” for residency purposes. If *independent*, complete both sides of the questionnaire and provide copies of ALL applicable documents listed below. If *dependent*, complete the front side of the questionnaire; have your parent or legal guardian complete the reverse side and provide copies of ALL applicable documents listed below. **Please note:** “legal guardian” requires court documents for verification.

2. For non-citizen students, immigrant status must be confirmed prior to establishing Washington state resident status. Therefore, non- citizen independent students must provide a copy of one of the following: their Resident Alien Card, front and back; 1-94 Departure Record stamped with either “temporary 1-551”, “refugee” or “asylum” status; A, E-3, G, H-1, I, K or L visa. The parent or legal guardian of a dependent non-citizen student must provide a copy of their immigrant document, not the student.

REQUIRED DOCUMENTS IF APPLICABLE:

INDEPENDENT STUDENTS:	DEPENDENT STUDENTS:
<p>Attach a copy of your income tax return for the last calendar year if you are 24 or younger. If you did not file an income tax return or if the income reported on the return is below \$9,500, provide documentation of your resources.</p> <p>Attach proof of your presence in Washington for the past twelve months (lease, home purchase agreement, letter from landlord).</p> <p>*If you were registered to vote in another state, attach a copy of your Washington State voter’s registration card that was issued at least twelve (12) months prior to the start of the quarter.</p> <p>Attach a copy of your Washington State driver’s license that was issued at least twelve (12) months prior to the start of the quarter.</p> <p>*If you own or use a vehicle, attach a copy of a Washington State vehicle registration that was issued at least twelve (12) months prior to the start of the quarter.</p> <p>Attach verification of your first day of employment in Washington. (Letter from employer or first pay stub.)</p>	<p>Attach a copy of your parent(s)’ income tax return for the last calendar year (first & signature pages only); financial disclosure information for parents is not required and so may be “blocked out” if preferred.</p> <p>Attach proof of your parent(s)’ presence in Washington for the past twelve months (lease, home purchase, letter from landlord).</p> <p>*If your parents were registered to vote in another state, attach a copy of one parent’s Washington State voter’s registration card that was issued at least twelve (12) months prior to the start of the quarter.</p> <p>*Attach a copy of one parent’s Washington State driver’s license that was issued at least twelve (12) months prior to the start of the quarter.</p> <p>*If your parent(s) own a vehicle, attach a copy of their Washington State vehicle registration that was issued at least twelve (12) months prior to the start of the quarter.</p> <p>If other documents are less than 12 months old, provide proof of first day of employment in Washington.</p>

All of the above-mentioned applicable documents are the minimum required to make a residency decision. Upon review, additional documentation may be required.

PRESUMPTION OF MOVE TO WASHINGTON FOR EDUCATIONAL PURPOSES (WAC 250.18.030)

If you (or your parent/legal guardian) attended a Washington institution for more than six hours per semester or quarter any time during the twelve months in which you are establishing residency, state law presumes the move to the state to be primarily for educational purposes. Therefore, the 12-month count will begin when ALL duties required of Washington residents have been completed. Those duties are identified above by an asterisk (*).

Washington State Residency Requirement for Tuition & Fee Purposes

Directions: Fill out form, save as copy, print and return signed form to address above. Please print clearly and answer each question. Incomplete or illegible forms can not be considered and will be returned. Falsification or intentionally erroneous information is subject to perjury under the laws of the State of Washington, RCW 9A.72.085. All information will be kept confidential in accordance with the Family Educational Rights and Privacy Act of 1974. Once a domicile is established in Washington, it must continue for one year before you are eligible for resident tuition.

SECTION ONE

		FOR OFFICE USE ONLY	
Print Student's Name		Status: DEP INDEP	
Address; City, ST, Zip		Today's Date	
Home Phone Email Birth City, State, Country Date of Birth		Effective Date RESIDENT NON-RESIDENT	
Last High School Attended / State Attended Year of Graduation		Residence Classification Officer	

For what term / quarter are you now seeking residence classification? Fall Winter Spring Summer 20__

If you have previously applied at this institution for a change in residence status, indicate: Term: Year:

Class Standing: Undergraduate: Graduate: Professional:

At this institution, you are or will be enrolled as a: New Student: Continuing Student: Returning Former Student:

If continuing or former student, give number of credit hours for which you were registered during each of the three terms:

Credits	Term	Year	Credits	Term	Year	Credits	Term	Year
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Country of Citizenship: If not USA, please answer 6a, 6b, and 6c.

Do you hold permanent or temporary resident immigration status?	Yes	No	<i>If yes to any of the above, you must attach a copy of both sides of Resident Alien Card, Form I-94, or other documentation. (If you are not a citizen of the United States and do not hold permanent or temporary resident immigration status, "Refugee-Parolee", "Conditional Entrant", PRUCOL status or an A, E, G, H-1, I, K, or L visa, you can not be classified as a resident.)</i>
Do you hold "Refugee-Parolee," "Conditional Entrant," or PRUCOL status?	Yes	No	
Do you hold a visa classification of A, E, G, H-1, I, K, or L?	Yes	No	

Note: An immigrant refugee, and the spouse and dependent children of such refugee, may be exempted from paying the nonresident tuition fees differential if the refugee (a) is on parole status, (b) has received an immigrant visa, or (c) has applied for U.S. citizenship.

Have you received financial assistance from a state governmental unit or agency during the past 12 months? Yes No If yes, indicate state, agency, type of assistance, disbursement dates, etc

Will you be receiving state financial assistance during the next twelve months? Yes No If yes, indicate state, agency, type of assistance, disbursement dates, etc

SECTION TWO

Are you applying for resident status as a dependent student whose parent or court -appointed legal guardian has maintained a bona fide domicile in the State of Washington for at least one year?

Yes

No

If yes, your parent or legal guardian must complete SECTION 3 of this form, providing proof of his/her Washington domicile and all requested supporting documentation. Verification of your dependent status must be documented by submitting a true and correct copy of your parent's or legal guardian's state and federal income tax return for the most recent tax year. The extent of the disclosure required concerning the parent's or legal guardian's state and federal tax returns is limited to the listing of dependents claimed and the signature of the taxpayer and shall not require disclosure of financial information contained in the returns.

Are you applying for resident status as a financially Independent student?

Yes

No

If yes, you must complete Section 3 of this form and provide all requested supporting documentation.

Student's Sworn Statement:

I have not been and will not be claimed as an exemption for federal Income tax purposes by any person except myself or my spouse for the current calendar year and for the calendar year immediately prior to the year in which this application is made; and I have not received and will not receive financial assistance in cash or in kind of an amount equal to or greater than that which would qualify me to be claimed as an exemption for income tax purposes by any person except myself or my spouse during the current year and for the calendar year immediately prior to the year in which this application is made.

Signature

Date

To further substantiate your financial Independence, you are required to submit appropriate documentation.

- *A true and correct copy of your state and federal income tax return for the calendar year immediately prior to the year in which this application is made. If you did not file a state or federal income tax return because of minimal or no taxable income, documented information concerning the receipt of such nontaxable income must be submitted.*
- *A true and correct copy of your W2 form filed for the previous calendar year.*
- *Other documented financial resources. Such other resources may include but are not limited to, the sale of personal or real property, trust fund, state or financial assistance, gifts, or earnings of the spouse of a married student.*
- *If you are 24 or younger, provide a true and correct copy of the first and signature page of the state and federal tax return of your parents, legally appointed guardians, or person or persons who have legal custody of you for the calendar year immediately prior to the year in which this application is made. The extent of the disclosure required concerning the parent's or legal guardian's state and federal tax returns is limited to the listing of dependents claimed and the signature of the taxpayer and shall not require disclosure of financial information contained in the returns.*

Are you on active duty military stationed in the state of Washington or the spouse or dependent of such a person?

Yes

No

Did you spend at least 75% of both your junior & senior years in a Washington state high school, and did you enroll in college within 6 months of leaving high school, and were your parents/legal guardians domiciled in Washington for at least 1 year within the 5-year period before you graduated from high school?

Yes

No

SECTION THREE

Directions:

Do not leave any questions blank. No decision can be made unless all questions are completed and all required documentation is submitted.

This section is being completed and signed by:			Date of your arrival in Washington State: (mm/dd/yyyy) _____
Parent	Legal Guardian	Student	Date you took action to officially declare Washington as your permanent, legal domicile: (mm/dd/yyyy) _____

Purpose of moving to Washington State:

List chronologically your employment and physical residence for the last two years giving exact information as requested below. If you were not employed, list your physical residence for the last two years. Attach additional page if necessary.

Dates of Employment (To/From)	Location	Occupation	Home Address
_____ (mm/dd/yyyy) _____ (mm/dd/yyyy)	_____ City / State	_____ Employer / Hrs per week	_____ City / State
_____ (mm/dd/yyyy) _____ (mm/dd/yyyy)	_____ City / State	_____ Employer / Hrs per week	_____ City / State
_____ (mm/dd/yyyy) _____ (mm/dd/yyyy)	_____ City / State	_____ Employer / Hrs per week	_____ City / State

Note: You must provide proof of your physical presence in Washington the past 12 months (e.g. copies of rent receipts, lease or home purchase agreements, cancelled rent checks, letter from landlord, letter from employer, etc.).

If you were out of Washington during the last 12 months, give dates, and reasons for your absence:

Dates of Absence (To/From)	Location	Purpose of Absence
_____ (mm/dd/yyyy) _____ (mm/dd/yyyy)	_____ City / State	_____
_____ (mm/dd/yyyy) _____ (mm/dd/yyyy)	_____ City / State	_____
_____ (mm/dd/yyyy) _____ (mm/dd/yyyy)	_____ City / State	_____

Have you ever registered to vote? Yes No	If yes, attach a copy of your current voter's card. Also, please list date, city and state for your last two registrations. _____ City / State (mm/dd/yyyy) City / State (mm/dd/yyyy)		
Do you own or use any motor vehicles, RV's, boats or mobile homes? Yes No	If yes, give type of vehicle, license number, state and dates of registry. You must attach a copy of vehicle registration (not the title). _____ Make/Model License Number State (mm/dd/yyyy)		
Do you have a valid driver's license? Yes No	If yes, please attach a copy of your current driver's license. What state did you obtain your license and when? _____ State (mm/dd/yyyy)	If you have a previous driver's license. What state did you obtain your license and when? _____ State (mm/dd/yyyy)	

SECTION THREE CONTINUED

Do you have a bank account? Yes No	<i>If yes, please attach documentation of the date you opened the account and where you opened it.</i> <hr/> <div style="display: flex; justify-content: space-between;"> Name of Bank City / State (mm/dd/yyyy) </div>
Have you ever paid in-state tuition at any public institution of higher education? Yes No	<i>If yes, what was the institution; when did you attend (to/from) and when was your last term of attendance?</i> <hr/> <div style="display: flex; justify-content: space-between;"> Institution Name To (mm/dd/yyyy) From (mm/dd/yyyy) Last Term </div>
Have you ever attended a Washington college/university for more than 6 hours per term? Yes No	<i>If yes, what was the institution; when did you attend (to/from) and when was your last term of attendance?</i> <hr/> <div style="display: flex; justify-content: space-between;"> Institution Name To (mm/dd/yyyy) From (mm/dd/yyyy) Last Term </div>
Are you a US Citizen? Yes No	<i>If no, attach a copy of your Resident Alien Card, I-94 or other INS documentation.</i>

List business or professional licenses (name & state of issue):

Additional Comments:

<p align="center">STATEMENT OF INTENT</p> <p><i>I certify that I have declared Washington as my true, fixed, and permanent place of habitation.</i></p> <p align="center">CERTIFICATION</p> <p><i>I certify under penalty of perjury under the laws of the State of Washington, RCW 9A.72.085 that the foregoing and all supporting documentation are true and correct.</i></p>	<hr/> Signature of Parent (if completing SECTION 3) <hr/> Date <hr/> Parent Address (Street, City, State) <hr/> <hr/> Signature of Student <hr/> Date
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Shoreline Community College is committed to nondiscrimination and to providing access and reasonable accommodation in its services, programs, and activities for individuals with disabilities. To request disability accommodation contact Student Accessibility Services, at least ten days in advance at: 206.546.4545, or e-mail at sas@shoreline.edu.