



## PETITION TO CHANGE RESIDENCY STATUS

ADMISSIONS AND REGISTRATION OFFICE  
 PO BOX 929  
 YUMA, AZ 85366-0929  
 (928) 344-7550 FAX (928) 344-7543

Deadline to Submit Residency Petition	
FALL Semester (2015)	August 17
SPRING Semester (2016)	January 11

- Failure to file a complete petition by the deadline will be considered a waiver of the right to file for the semester. Changes to a student’s residency status will not be made until the following semester.
- Normal processing time for completed petitions is ten (10) working days. If additional information is needed, the process may be delayed. **It is the student’s responsibility to prove, through documentation, in-state resident status.**
- Clear and convincing documentation must be submitted to support responses given in this petition.

### INSTRUCTIONS

1. Respond to all questions and statements
2. **Attach a minimum of three (3) supporting documents (dating back at least 12 months).** Failure to provide supporting documentation will be interpreted as evidence of non-residency. Documents that should be included are: state income tax return, voter registration, automobile registration, Arizona driver’s license, place of graduation from high school, source of financial support, dependency as indicated on federal income tax return, ownership of real property, signed lease or rental agreement, bank accounts, and other relevant information.
3. Notarize required documents
4. Submit this petition and supporting documentation to the Admissions and Registration Office

All statements, requested information, and documentation provided with your petition packet must be consistent with those presented on other college documents and is subject to verification. Inconsistencies will jeopardize your case for residency.

## GENERAL STATEMENTS

- The State of Arizona funds Arizona institutions of higher education. Since non-resident students (and their families) generally have not contributed to the source of this funding to public education in Arizona, they are required to pay fees that more closely represent the actual cost of their education.
- The rules and regulations for establishing residency for tuition purposes are defined by the Arizona State Legislature, through state statutes (A.R.S. § 15-1801 through 1807) which provide classification for a tuition differential between resident and non-resident students.
- An individual must establish residency in Arizona before he or she is entitled to pay resident tuition rates. **The requirements to establish residency for tuition purposes are independent from those of other types of residency, such as voting or holding public office.** A resident for tuition purposes is someone who meets the requirements set forth by the Arizona State Legislature.

## DEFINITIONS

1. "Domicile" means a person's true, fixed and permanent home and place of habitation. It is the place where he or she intends to remain and to which they expect to return when they leave without intending to establish a new domicile elsewhere. A person can be domiciled in only one state at a time.
2. "Parent(s)/Legal Guardian" means a person's natural mother and father, or a person's legal guardian or adoptive parents. If parents are divorced and the child is under 18, "parent" is determined by the parent with legal custody. If parents are divorced and the child is 18 or over, "parent" means the parent who is eligible to claim the child as a tax dependent. **A legal guardian cannot be considered a parent if natural or adoptive parents are living and the primary purpose of the guardianship is to confer the residency status.**
3. "Armed forces of the United States" means the Army, the Navy, the Air Force, the Marine Corps, the Coast Guard, the Commissioned Corps of the United States Public Health Services, the National Oceanographic and Atmospheric Administration, the National Guard and any military reserve unit of any branch of the armed forces of the United States.
4. "Continuous attendance" means enrollment at an educational institution in this state as a full-time student, as such term is defined by the governing body of the educational institution, for a normal academic year since the beginning of the period for which continuous attendance is claimed. Such person need not attend summer sessions or other such intersession beyond the normal academic year in order to maintain continuous attendance.
5. "Emancipated person" means a person who is neither under a legal duty of service to his parent nor entitled to the support of such parent under the laws of this state.

**Part I: Filing Status**

What semester are you petitioning for?  Fall  Spring  Summer \_\_\_\_\_  
year

Check one:

- Dependent Student (for students who are *dependent on* parents who are domiciled in Arizona)
- Independent Student (for students who are emancipated)

**Part II: Student Information**

Student Name: \_\_\_\_\_ SS#/Student Id \_\_\_\_\_  
Last First Middle

Date of Birth: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Place of Birth: \_\_\_\_\_  
Month Day Year City State Country

U.S. Citizen: Yes  No  Phone Number: ( \_\_\_\_\_ ) \_\_\_\_\_

Permanent Resident: Yes  No  Date of Issuance of Status \_\_\_\_\_

Current Address: \_\_\_\_\_

Permanent Address: \_\_\_\_\_

Check one:

- New student (not previously enrolled)
- Returning student (previously enrolled)

What date did your present stay (i.e. current stay) in Arizona begin? \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Month Day Year

**Part III: Domicile Information**

**A. Employment/Academic History**

Name of high school last attended \_\_\_\_\_ State \_\_\_\_\_  
Location/City \_\_\_\_\_ Month/Year Graduated \_\_\_\_\_

**Please list your educational and employment activities since high school or past 24 months:**

DATE (From - To)	SCHOOL ATTENDANCE (Include School Name, City, and State)

DATE (From - To)	EMPLOYMENT (Include Employer, City, and State)

**B. Personal Data – All students claiming Arizona Resident Status (to be filled by student)**

- 1) How long have you **continuously** lived in Arizona? \_\_\_\_\_ Months \_\_\_\_\_ Years
- 2) Are you a registered voter?  Yes  No City/state \_\_\_\_\_ Date registered \_\_\_\_\_
- 3) Indicate what years you filed Arizona state income tax for?  2006  2007  2008

**If you did not file Arizona state income taxes for the above years, indicate what state you did file state incomes taxes in:** \_\_\_\_\_

- 4) Current Driver's License Number \_\_\_\_\_  
Issuing State \_\_\_\_\_ Date Issued \_\_\_\_\_ Renewal?  Yes  No
- 5) What are your present sources of income? (Please select only one)

Self-supporting (Self/Spouse)  Parent or Guardian

If parent or guardian, home address: \_\_\_\_\_

\_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

- 6) Are you a member of the armed forces?  Yes (If yes, attach copy of DD214)  No

If yes, Date of Entry \_\_\_\_\_ Date of Separation \_\_\_\_\_

Branch of Service \_\_\_\_\_ Home of Record \_\_\_\_\_

- 7) Is your Parent or Spouse in the Military?  Yes  No  
State Claimed for Tax Purposes (listed on the monthly LES) \_\_\_\_\_

- 8) Are you a resident member of an Indian tribe whose reservation land lies in this state and extends into another state?  Yes  No If yes, which reservation? \_\_\_\_\_

**Part IV: Parent Information**

- **Only for persons claimed by parent(s) for tax purposes.**
- **Do not complete if married for the two tax years**

**Father's Information:**

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Permanent Address: \_\_\_\_\_

Employer's Name: \_\_\_\_\_

Employer's Address: \_\_\_\_\_

Driver's License: State \_\_\_\_\_ Date Issued \_\_\_\_\_

Vehicle Registration: State \_\_\_\_\_ Date Issued \_\_\_\_\_

Voter Registration: State \_\_\_\_\_ Date Issued \_\_\_\_\_

**Mother's Information:**

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Permanent Address: \_\_\_\_\_

Employer's Name: \_\_\_\_\_

Employer's Address: \_\_\_\_\_

Driver's License: State \_\_\_\_\_ Date Issued \_\_\_\_\_

Vehicle Registration: State \_\_\_\_\_ Date Issued \_\_\_\_\_

Voter Registration: State \_\_\_\_\_ Date Issued \_\_\_\_\_

**Parent/Legal Guardian Tax Information:**

Are you eligible to be claimed as a tax exemption by your parent(s)/legal guardian?

Yes  No

What are the two most recent years you were claimed as a tax exemption?

Year \_\_\_\_\_, State filed \_\_\_\_\_

Year \_\_\_\_\_, State filed \_\_\_\_\_

By whom were you claimed?  Father  Mother  Both  Legal Guardian

**Do Not Write in This Space**

Classification:  Resident  Non-resident

Term Approved: \_\_\_\_\_ Date: \_\_\_\_\_

College Signature: \_\_\_\_\_

Date when petition was received: \_\_\_\_\_

Date when letter was sent out: \_\_\_\_\_

Comments:

\_\_\_\_\_  
\_\_\_\_\_

## **AFFIDAVIT OF DECLARATIONS**

No petition to change residency status will be considered unless this form is properly signed, dated and notarized.

**Sign this form in the presence of a Notary Public only.**

I, the undersigned, declare the following:

1. All statements, information, and evidence presented in and with Petition to Change Residency Status are true and to the best of my knowledge consistent with the statements, information, and evidence I have presented elsewhere on Arizona Western College documents and other official documents;
2. I renounce all claims to residency in any state other than Arizona, I further declare Arizona to be my state of legal domicile not only for residency status for tuition purposes, but for all other purposes as well;
3. I understand that inconsistencies in statements, information, and evidence that I have presented in my Petition to Change Residency Status and any other effort on my part to fraudulently claim Arizona as my state of legal domicile, will jeopardize my case for residency and subject me to disciplinary action, dismissal/suspension from the College, repayment of tuition fraudulently waived, repayment of financial aid fraudulently obtained, or all these;
4. I hereby grant permission for AWC representatives to verify any supporting evidence submitted with this petition.

**Signature (sign in the presence of a Notary)** \_\_\_\_\_  
\_\_\_\_\_

**STATE OF**

**COUNTY OF**

**Signed before me this** \_\_\_\_\_ **day**

**Of** \_\_\_\_\_, \_\_\_\_\_.

**(Signature of Notary Public)** \_\_\_\_\_

**Commission Expiration:** \_\_\_\_\_