
Undergraduate Application for In-State Classification FA SP SU Year _____

Who should file this application:

Only U.S. citizens, U.S. Permanent residents, Non U.S. citizens who have obtained asylee status or students who hold visas from categories listed in item 12 in “Rules Under Which The Student Is Applying” who can also provide proof that the student has initiated the process to become either a permanent resident or naturalized citizen may be eligible to be classified in-state. Students applying for in-state classification must also show they meet Eligibility Verification for Entitlement Acts (EVEA) regulations set forth by the State and are eligible for consideration for in-state classification as determined by State Regulations and UT System Policy. Additional information is available on the Registrars website at [Residency](#).

Instructions: Before filling out this form, please visit the Frequently Asked Questions Section on the residency website at [Residency FAQ](#). Questions about application should be directed to residency@utk.edu. This application must be submitted ***with all supporting documentation requested***. Application and documentation should be submitted as follows:

- Email to residency@utk.edu via the UT Vault Secure Courier. Click here to upload to secure website [UT Vault](#).

The deadline for submitting an application and **all** supporting documentation is the “Last Day to Final Register, Add, Change Grading Options with a W – Full Session Course” found on the Timetable/Financial Deadlines Calendar for the term selected. ***There will be no exceptions to the submission deadline date for receipt of application or any documentation items.*** Please be aware the tuition deadline is prior to the start of the semester and students will be responsible for any tuition due as of that date. A tuition deferment will not be available while a Residency Application is pending. Applications and documentation submitted after the deadline date will be considered for next semester the student attends. Students will be notified via email of any decision or request for additional information.

Section 1 – Student Information (all students must complete)

Student Name: _____

Student’s UTK ID Number (***this is not your Social Security Number***): _____

Email address: _____ Date of Birth: _____
(all correspondence regarding this application will be sent to this email address)

U.S. Citizen? ____yes ____no. If no, are you a Permanent Resident? ____yes____no.

If no do you have a Visa? ____yes____no. If yes, what type: _____

If no, are you an asylee? ____yes ____no

What is the reason for moving to Tennessee? _____

Important Notes:

- **These lists are not exhaustive. Providing documents does not guarantee reclassification. Documents must be received by the deadline date to be eligible for consideration.**
 - The Office of the Registrar is permitted by law and University of Tennessee system policy to request additional documentation if needed in order to reach a decision.
 - Scanned or Photocopies are acceptable. Documents **will not** be returned to you.
 - Eligibility Verification for Entitlement Acts (EVEA) must also be met *before* a student can be considered for reclassification. EVEA information can be found on the One Stop website by clicking here: [EVEA](#). Students who do not meet EVEA criteria are not eligible to be considered for in-state tuition rates regardless of other circumstances. Meeting EVEA requirements in itself does not guarantee a student is eligible for in-state classification.
 - Please visit the Frequently Asked Questions Section on the residency website at [Residency FAQ](#)
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RULE UNDER WHICH THE STUDENT IS APPLYING (CHECK ONLY ONE)

The student is...

- ____1: Full time active duty military member or dependent of full-time active duty military member who is currently stationed in the state of Tennessee or at Ft. Campbell, KY or is stationed outside of the state of Tennessee and whose Home of Record/Home of Legal Residence is Tennessee (*this does not apply if a member of the inactive National Guard or Reserves*). **Students under this rule need to submit a copy of current order's showing full time active duty and Permanent Duty Station in Tennessee or Ft. Campbell, KY or enlistment/re-enlistment showing Home of Record as Tennessee or a copy of current LES showing tax state as Tennessee and copies of current order's showing full-time active duty and Permanent Duty Station outside Tennessee.**
- ____2: Full time active duty or veteran military or dependent of active duty or veteran military who enrolls in any public institution of higher education in Tennessee, is utilizing benefits administered by the United States Department of Veterans Affairs through any provision of the United States Code, and is physically living in Tennessee. **Students under this rule need to submit a copy of a currently dated Certificate of Eligibility from the U.S. Department of Veteran Affairs. If the student is attending as a distance education student only, copies of a lease or home purchase contract for a residence in Tennessee with the students' name listed or a Tennessee driver license or state identification card for the student will also need to be provided.**
- ____3: Dependent student who is a U.S. Citizen or Permanent Resident who graduated from a Tennessee High School but has been attending an out-of-state higher education facility while parents/legal guardians continue to maintain domicile in Tennessee while the student was attending the higher educational institution. **Students under this rule need to submit a copy of the students Tennessee driver license and address and dependent section of parents/legal guardians most recent tax return showing a Tennessee address.**
- ____4: Dependent student who is a U.S. Citizen who has graduated from a Tennessee high school and can show student physically resided in Tennessee for at least one year immediately prior to admission but parents/legal guardians live outside of Tennessee. **Students under this rule need to submit a driver license or State Identification card from Tennessee dated one year prior to class start date or letter from high school in Tennessee indicating student boarded at the school for the one year prior to class start date or a power of attorney for person living at a residence in Tennessee that student was living in while attending school in Tennessee dated on year prior to class start date.**
- ____5: Dependent student who is a U.S. Citizen or Permanent Resident but is currently attending an out-of-state high school (this includes on-line high schools and home schools affiliated with addresses outside of Tennessee) but parents/legal guardians have been domiciled in Tennessee the entire time the student was attending the high school. **Students under this rule need to submit copies of student and parents/legal guardians Tennessee driver licenses or State Identification Cards and a copy of the address and dependent section of parents/legal guardians most recent tax return.**
- ____6: Dependent student who is a U.S. Citizen or Permanent Resident who is currently attending an education institution outside of the United States but parents/legal guardians were domiciled in Tennessee immediately prior to moving overseas or have changed domicile to Tennessee while living overseas. **Students under this rule need to submit copies of student and parents/legal guardians Tennessee driver licenses or State Identification Card and a copy of the address and dependent section of parents/legal guardians most recent tax return, or other documentation to show domicile in Tennessee.**
- ____7: Dependent student who is a U.S. Citizen or Permanent Resident who has graduated from an out-of-state high school or graduated from or attended an out-of-state higher educational facility but both parents/legal guardians moved to Tennessee for reasons other than gaining in-state classification for a student. **Students under this rule need to submit copies of address and dependent section of parents/legal guardians most recent tax return showing all dependents claimed, copies of parents/legal guardians and student Tennessee driver licenses or state ID cards, if parents or legal guardians are employed a letter from employer indicating name, dates, and location of employment, a current Tennessee Business License, a letter from out-of-state employer indicating employee can work remotely or if not employed documentation to show parents/legal guardians are receiving retirement income, a letter from former employer indicating relinquishment of employment, or self-employment business income or documentation, or any other documentation to show reason for move to Tennessee. ***student with only one parent/legal guardian domiciled in Tennessee are not eligible under this rule. Students with only one parent/legal guardian living in Tennessee can be eligible under rule #8 otherwise both parents/legal guardians would need to be domiciled in Tennessee*****
- ____8: Dependent student who is a U.S. Citizen or Permanent Resident whose parents/legal guardians are divorced, legally separated or never married and one parent is primarily domiciled in Tennessee for reasons other than gaining in-state classification for a student. **Students under this rule need to submit a copy of divorce decree or legal separation agreement, driver license or State ID for parent living in Tennessee and copy of address and filing section of most recent tax return for parent living**

in Tennessee. If parent moved recently to Tennessee verification to show reason for move is not to obtain educational benefits for a student such as a letter from employer indicating name, dates, and location of employment, current Tennessee Business License, self-employment business income or documentation, a letter from out-of-state employer indicating employee can work remotely or if not employed documentation to show parent is receiving retirement income or letter from former employer indicating relinquishment of employment, or self-employment business income or documentation, or other documentation to show reason for move to Tennessee.

- _____9: Independent student who is a U.S. Citizen or Permanent Resident who has been admitted out-of-state but have moved to Tennessee for reasons other than educational purposes. **Students under this rule need to submit a copy of most recent tax return, copy of Tennessee driver license or state ID, and documentation to support claim that move is not for educational purposes. Students under 24 years of age will also need to provide documentation to show why the student wishes to be considered independent and information to show student is able to self-support financially. Income received from student loans grants or scholarships as a dependent for FAFSA purposes, parent financed, guaranteed or co-signed loans, gifts from parents, property purchased by parents, and college funds, 529 plans, trust funds or saving plans set up for a student are not considered independent financial support. Parents not claiming a student for income tax purposes, also does not indicate a student is considered independent.**
- _____10: Dependent Student under 24 years of age who is a U.S. Citizen or Permanent Resident who has domiciled in Tennessee for one full year, maintained verifiable full-time employment with a Tennessee employer for one full year, has not attended any Higher Educational Institution in Tennessee for one full year, and parents did not claim student for tax purposes on their most recently filed tax return. **Students under this rule need to submit a Tennessee Driver License or State ID card, a copy of parents most recent tax return showing student was not claimed, a copy of student’s most recent tax return, letters from the students’ employer(s) indicating start date and location of employment and copy of current paystub(s).**
- _____11: Student married a Tennessee Resident or spouse of student moved to Tennessee for reasons other than obtaining in-state for a student. **Students under this rule need to submit a copy of marriage license, copy of student Tennessee driver license or state ID, copy of spouse’s Tennessee driver license or state ID, a copy of address section of spouse’s most recent Federal Tax Return. If spouse has lived in Tennessee less than 2 years a letter from spouse’s employer indicating name, location and dates of employment, documentation to show spouse is enrolled in a Tennessee Higher Educational Institution as an in-state student or other documentation to show reason for spouse’s domicile in Tennessee.**
- _____12: Non US citizen who has been approved as an Asylee or holds an A1, A2, A3, E1, E2, G1, G2, G3, G4, G5, H1b, H4 (only if a dependent of an H1B visa), I, K1, K2, K3, K4, L1, L1a, L1b, L2, NATO1, NATO2, NATO3, NATO4, NATO5, NATO6, NATO7, O1, O3 (only dependents of an O1 visa), P1, P2, P3, P4, R1, R2, T1, or V visa. **Students under this rule need to submit copies of address and dependent section of parents most recent tax return showing all dependents claimed, copies of parents/legal guardians and student’s Tennessee driver licenses or state ID cards, if parents or legal guardians are employed a letter from employer indicating name, dates, and location of employment, if parents are business owners a copy of Tennessee Business License, articles of incorporation or other legal documents indicating business in Tennessee, or other documentation to show reason for move to Tennessee, a copy of student and parents Visas and any I-797 notice of action to show adjustment in status to obtain Permanent Resident status or other legal documentation to show pursuing Permanent Resident status or naturalization. If lawful permanent resident status has been obtain a copy of the front and back of unexpired permanent resident card. If Asylee a copy of Asylee documentation.**
- _____13: Other reason not covered above. **Students under this rule need to submit documents the student feels will support claim along with a statement describing the reason for submitting the application.**

Section 2 – (Signature and certification)

I, the undersigned certify to the correctness and completeness of the information supplied. I understand that the University of Tennessee may contact any of the persons referred to for the purpose of obtaining additional pertinent information. I understand that any false or misleading information provided will disqualify me from being considered for in-state classification and may result in disciplinary action or revocation of admission.

Date _____ Signature of Student _____

Please do not write below this line

Determination: Resident _____ Non-Resident _____
 By: _____ Date: _____
 Application Rec'd: _____ Admit Term: _____ Terms Attended: _____