

FLORIDA RESIDENCY WORKSHEET (NEED HELP WITH RESIDENCY?)

FOR INFORMATIONAL PURPOSES ONLY

Step 1: Are you Independent or Dependent?

INDEPENDENT

THE DETERMINATION OF DEPENDENT OR INDEPENDENT STATUS IS IMPORTANT, BECAUSE IT IS THE BASIS FOR WHETHER THE STUDENT HAS TO SUBMIT HIS/HER OWN DOCUMENTATION OF RESIDENCY (AS INDEPENDENT) OR HIS/HER PARENT'S OR GUARDIAN'S DOCUMENTATION OF RESIDENCY (AS A DEPENDENT).

THE FOLLOWING DEFINITIONS ARE PROVIDED IN RULE:

1. THE STUDENT IS 24 YEARS OF AGE OR OLDER BY THE FIRST DAY OF CLASSES OF THE TERM FOR WHICH RESIDENCY STATUS IS SOUGHT AT A FLORIDA INSTITUTION
2. THE STUDENT IS MARRIED
3. THE STUDENT HAS CHILDREN WHO RECEIVE MORE THAN HALF OF THEIR SUPPORT FROM THE STUDENT
4. THE STUDENT HAS OTHER DEPENDENTS WHO LIVE WITH AND RECEIVE MORE THAN HALF OF THEIR SUPPORT FROM THE STUDENT
5. THE STUDENT IS A VETERAN OF THE UNITED STATES ARMED FORCES OR IS CURRENTLY SERVING ON ACTIVE DUTY IN THE UNITED STATES ARMED FORCES FOR PURPOSES OTHER THAN TRAINING
6. BOTH OF THE STUDENT'S PARENTS ARE DECEASED OR THE STUDENT IS OR WAS (UNTIL AGE 18) A WARD/DEPENDENT OF THE COURT
7. THE STUDENT IS WORKING ON A MASTER'S OR DOCTORAL DEGREE THE TERM FOR WHICH RESIDENCY STATUS IS SOUGHT AT A FLORIDA INSTITUTION
8. THE STUDENT IS CLASSIFIED AS AN INDEPENDENT BY THE FINANCIAL AID OFFICE AT THE INSTITUTION
9. LEGAL DOCUMENTS SHOWING STUDENT IS A WARD/DEPENDENT OF THE COURTS
10. DOCUMENTATION SHOWING THAT THE STUDENT PROVIDES FIFTY (50) PERCENT OR MORE OF THE COST OF ATTENDANCE AS DEFINED BY THE FINANCIAL AID OFFICE AT THE INSTITUTION (**EXAMPLES MAY INCLUDE: TAX RETURN, W-2 FORM, PAY STUBS, EMPLOYER EARNINGS VERIFICATION**)

DEPENDENT

ALL OTHER STUDENTS **WHO DO NOT MEET THE DEFINITION** OF AN INDEPENDENT STUDENT SHALL BE CLASSIFIED AS A DEPENDENT STUDENT FOR DETERMINATION OF RESIDENCY FOR TUITION PURPOSES. THE PARENT'S OR GUARDIAN'S DOCUMENTATION OF RESIDENCY IS NEEDED.

STEP 2: If you are independent one of these documents must be submitted to Admissions with your admission application.

DOCUMENTS TO PROVE INDEPENDENT STATUS

- MARRIAGE CERTIFICATE, INSURANCE INFORMATION SHOWING MARITAL STATUS, MOST RECENT TAX RETURN SHOWING MARITAL STATUS
- TAX RETURNS SHOWING SUPPORT OF CHILDREN OR OTHER DEPENDENTS WHO LIVE WITH AND RECEIVE MORE THAN HALF OF THEIR SUPPORT FROM THE STUDENT
- MILITARY DISCHARGE DOCUMENTS
- LEGAL DOCUMENTS SHOWING STUDENT IS A WARD/DEPENDENT OF THE COURTS
- DOCUMENTATION SHOWING THAT THE STUDENT PROVIDES FIFTY (50) PERCENT OR MORE OF THE COST OF ATTENDANCE AS DEFINED BY THE FINANCIAL AID OFFICE AT THE INSTITUTION (EXAMPLES MAY INCLUDE: TAX RETURN, W-2 FORM, PAY STUBS, EMPLOYER EARNINGS VERIFICATION)

STEP 3: DOCUMENTARY EVIDENCE

(FLORIDA LAW STATES THAT TWO DOCUMENTS MUST BE PROVIDED TO PROVE FLORIDA RESIDENCY)

FIRST TIER: (AT LEAST ONE OF THE TWO DOCUMENTS SUBMITTED MUST BE FROM THIS LIST)

- FLORIDA DRIVER'S LICENSE
- FLORIDA VOTERS REGISTRATION CARD
- FLORIDA VEHICLE REGISTRATION
- DECLARATION OF DOMICILE IN FLORIDA (12 MONTHS FROM THE DATE THE DOCUMENT WAS SWORN AND SUBSCRIBED AS NOTED BY THE CLERK OF CIRCUIT COURT)
- PROOF OF PURCHASE OF A PERMANENT HOME IN FLORIDA THAT IS OCCUPIED AS A PRIMARY RESIDENCE OF THE CLAIMANT
- TRANSCRIPTS FROM A FLORIDA HIGH SCHOOL FOR MULTIPLE YEARS (IF FLORIDA HIGH SCHOOL DIPLOMA OR GED WAS EARNED WITHIN LAST 12 MONTHS)
- PROOF OF PERMANENT FULL-TIME EMPLOYMENT IN FLORIDA (ONE OR MORE JOBS FOR AT LEAST 30 HOURS PER WEEK FOR A 12 MONTH PERIOD)
- BENEFIT HISTORIES FROM FLORIDA AGENCIES OR PUBLIC ASSISTANCE PROGRAMS

SECOND TIER (MAY BE USED IN CONJUNCTION WITH ONE DOCUMENT FROM FIRST TIER)

- A FLORIDA PROFESSIONAL OR OCCUPATIONAL LICENSE
- FLORIDA INCORPORATION
- DOCUMENTS EVIDENCING FAMILY TIES (MOTHER, FATHER OR CHILD) IN FLORIDA
- PROOF OF MEMBERSHIP IN FLORIDA-BASED CHARITABLE OR PROFESSIONAL ORGANIZATIONS
- ANY **OTHER** DOCUMENTATION THAT SUPPORTS THE STUDENT'S REQUEST FOR RESIDENT STATUS

EXAMPLES OF "OTHER" DOCUMENTATION:

- UTILITY BILLS AND PROOF OF 12 CONSECUTIVE MONTHS OF PAYMENTS
- LEASE AGREEMENT AND PROOF OF 12 CONSECUTIVE MONTHS OF PAYMENTS
- STATE OR COURT DOCUMENTS EVIDENCING LEGAL TIES TO FLORIDA

**** UNACCEPTABLE DOCUMENTS (MAY NOT BE USED) ****

- HUNTING/FISHING LICENSES
- LIBRARY CARDS
- SHOPPING CLUB/RENTAL CARDS
- BIRTH CERTIFICATES OR PASSPORTS

Comments:

Staff Member Initials:

Date:

Where to find more information on Residency, please see the Residency Guidelines www.gulfcoast.edu/admissions