



**Registrar's Office**

150 East College Avenue  
Ephraim, Utah 84627  
Micah N. Strait 435.283.7145  
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**Application for Resident Student Status**

Applicant:	_____	ID#:	_____
Date of Birth:	_____	Phone #:	_____
Address:	_____		
Email Address:	_____		

The Applicant must sign this application before submitting it to the Registrar's Office. If you are 17 years of age or younger, it must also be signed by your parent or legal guardian.

*I, the undersigned, declare under penalty of perjury that the information I have provided on this form is true and accurate. I understand that this information will be used to determine my eligibility for resident tuition. I further understand that if any of the information I provide is found to be false, I will be liable for payment of all nonresident charges from which I was exempted and may be subject to disciplinary action by the institution. I also understand that any material misstatement may be grounds for revoking my residency status and may subject me to criminal penalties pursuant to Utah Code Annotated Section 76-8-504 or other applicable provisions of the Utah Criminal Code.*

_____	_____	_____	_____
Applicant Signature	Date	Signature of parent (legal guardian)	Date

<b><i>For Office Use Only . . .</i></b>	
Date Received:	_____
Action:	_____ Effective Sem. _____
_____	_____
Registrar's Signature	Date
_____	
Appeals Action:	_____ Effective Sem./Yr. _____
_____	_____
Vice President's Signature	Date

## ***Instructions***

### **To be eligible for Utah residency, most applicants must have:**

1. Maintained continuous Utah residency status for one full year\*;
2. Submitted a written declaration that the student has relinquished residency in any other state;
3. Submitted objective evidence that the student has taken overt steps to establish permanent residency in Utah and that the student does not maintain a residence elsewhere;
4. Submitted a declaration of financial independence to include documentation that the student is not claimed as a dependent on the tax returns of any person who is not a resident of Utah; and
5. Submitted an application for resident reclassification by the third week of the term.

\* Please note, you cannot be absent from the state for more than 29 total days during that 12 month period. See *Frame v. Residency Appeals Comm. Of Utah State Univ.*, 675 P.2d 1157 (Utah 1983); Board of Regents Policy and Procedure R512-3.3 (May 15, 2015) (<http://higheredutah.org/policies/>).

### **In addition, every applicant is required to provide a copy of as many of the following documents as possible dated at least 90 days prior to the start of the semester:**

- A Utah high school transcript issued in the past year confirming attendance at a Utah high school in the previous 12 months;
- A Utah voter registration dated a reasonable period (generally meaning 90 days) prior to the first day of class of the semester for which the student is seeking resident status;
- A Utah driver license or identification card with an issuance date several months prior to the first day of class of the semester for which the student is seeking resident status;
- A Utah vehicle registration dated a reasonable period (generally meaning 90 days) prior to the first day of class of the semester for which the student is seeking resident status;
- Evidence of employment in Utah for a reasonable period (generally meaning 90 days) prior to the first day of class of the semester for which the student is seeking resident status;
- Proof of payment of Utah resident income tax for the previous year;
- A rental agreement or mortgage document showing the student's name and Utah address for at least 12 months prior to the first day of class of the semester for which the student is seeking resident status; and
- Utility bills showing the student's name and Utah address for at least 12 months prior to the first day of class of the semester for which the student is seeking resident status.

### **If you are applying for residency based on any of the following reasons, you will be required to submit additional documentation:**

1. Marriage to a Utah resident
2. Move to Utah for permanent, full-time employment
3. Parent(s) residing in Utah
4. Military status
5. Other – there may be other reasons not listed where additional documentation may be required

*Please visit the residency webpage for more information or send an email to the Registrar.*

**Residency Requirements are subject to change without notice**

*-- Additional documentation may be required for some questions in this form --*

QUALIFYING AS A RESIDENT FOR OTHER REASONS. There are a number of non-academic reasons for a move to Utah that allow the Registrar's Office to waive the credit hours or the time requirement to grant residency immediately. To review these exceptions to the general rule of the law, please read the Board of Regents Policy and Procedures found at the Registrar's Office web site: <http://www.snow.edu/registrars/>. If you select "Residency" from the index on the left panel, you will find detailed information on qualifying for residency for tuition purposes.

A person's residency status can only be determined upon a complete statement of facts made by the individual. A complete residency application or certification packet must be submitted by the semester deadline. A complete packet includes the application and all required evidence. Please note that all materials submitted as supporting documentation with a residency application become a permanent part of the applicant's residency file and will not be returned. Therefore, the applicant should submit photocopies of all supporting documentation.

An individual must be admitted or eligible to enroll in classes at Snow College before a request for residency reclassification will be processed.

If the reclassification is denied, the student may appeal to the Vice President of Student Services. The student must file an appeal with the Vice President within 10 days of the Registrar's final decision. There is no appeal from the Vice President's decision.

IT IS HIGHLY RECOMMENDED THAT YOU READ THE BOARD OF REGENTS POLICY AND PROCEDURES, ALONG WITH THE APPLICATION AND INSTRUCTION SHEET FOR FURTHER DETAIL ON RESIDENCY ELIGIBILITY. THIS WILL ASSIST YOU IN DETERMINING YOUR ELIGIBILITY UNDER UTAH STATE LAW. THIS INFORMATION WILL ALSO ADVISE YOU OF THE SUPPORTING DOCUMENTATION YOU MUST PROVIDE WITH YOUR APPLICATION. REMEMBER TO MAKE EARLY APPLICATION TO AVOID MISSING THE TERM APPLICATION DEADLINE. EARLY FILING WILL ACCOMMODATE EARLY NOTIFICATION OF RESIDENCY ELIGIBILITY.

**Application for Resident Status**

Snow College, Registrar's Office, 150 East College Ave.  
Ephraim, Utah 84627, 435.283.7145  
Fax: 435.283.7149

APPLICATION DEADLINES: The application and all documentation must be in the Registrar's Office by the end of the third week of the semester for which you are applying.

INSTRUCTIONS: Your resident status can be determined only upon a complete statement of facts made by you. Please read and carefully consider all questions before answering. You must submit a complete residency application with supporting documentation by the deadline. Even late or incomplete applications become a permanent part of the applicant's file at Snow College and will not be returned.

Semester for which application is submitted: \_\_\_\_\_ Date: \_\_\_\_\_

Full Name: \_\_\_\_\_ SSN: \_\_\_\_\_

Address: \_\_\_\_\_  
Street Apt# City State Zip Telephone  
Permanent Address — if different: \_\_\_\_\_

Age: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_

1. Are you a citizen of the United States? Yes No If Resident Alien, provide verification.  
If not, you are not eligible to apply.
2. Since what date have you lived CONTINUOUSLY in Utah (mo./day/yr.) \_\_\_\_\_
3. Are you registered to vote in Utah? Yes No If yes, provide documentation.
4. Is this your first application for resident status at any Utah school of higher education? Yes No  
If no, what term/year did you first apply for residency and what Utah school processed your application?  
\_\_\_\_\_
5. Where did you live before coming to Utah? \_\_\_\_\_ How long? \_\_\_\_\_
6. Did you come to Utah primarily to attend a college or university? Yes No If no, explain.  
\_\_\_\_\_  
\_\_\_\_\_
7. Do you have a Utah drivers license? Yes No If yes, provide documentation.
8. Is your vehicle registered in Utah? Yes No If yes, provide documentation.
9. When did you first apply for admission to Snow College? Semester/Year: \_\_\_\_\_
10. Do you have a college scholarship? Yes No If yes, what type? \_\_\_\_\_
11. Are you participating in the Western Undergraduate Exchange Program? Yes No
12. Is this your first application for resident classification at Snow College? Yes No  
If no, give date of last application: \_\_\_\_\_  
Full name used on previous application: \_\_\_\_\_

13. Where have you been for the last 3 years? Be specific and account for every month.

Date (month/year) From	To	City/State	What did you do?

14. List all of your absences of 3 or more days from Utah during the last 24 months — be specific.

Date (month/year) From	To	City/State	What did you do?

15. Have you attended other colleges or universities? Yes No If yes, list all and give date of attendance and classification of residence (include transcripts):

Name of School	Dates Attended (month/year) From: To:	Resident	Non-Resident

16. Are you receiving funding for your educational expenses through a Utah State Social or Rehabilitation Services Agency? Yes No If yes, provide documentation.

17. List the name and location of the high school you graduated from \_\_\_\_\_

18. Marital Status?    Single    Married

Spouse's name: \_\_\_\_\_ Spouse's SSN: \_\_\_\_\_  
Spouses state of legal residence: \_\_\_\_\_ How long has your spouse been a resident of that state listed? \_\_\_\_\_  
Date of Marriage: \_\_\_\_\_ Location of marriage (city/state): \_\_\_\_\_  
Spouse's employer: \_\_\_\_\_ Date hired: \_\_\_\_\_  
Has your spouse attended Snow College? \_\_\_\_\_ Spouse's Snow ID#: \_\_\_\_\_

List spouse's activities for last three years (be specific and account for all months).

Date (month/year)		City/State	What did spouse do?
From	To		

19. Do you have a Utah Bank account?    Yes    No    If yes, provide documentation.

20. Have you filed State of Utah Income Tax Returns?    Yes    No

If yes, as:    Resident    Part-year Resident    Non-resident    Specify what years you filed \_\_\_\_\_

21. Did anyone other than yourself claim you as a dependent on their income tax last year?\*    Yes    No

If yes, who \_\_\_\_\_

\* **Note:** You will need to provide a copy of your parents' tax returns if you are under 25 years of age.

22. Applicant's Father    Name: \_\_\_\_\_  
State of Residence: \_\_\_\_\_  
Number of years resident in state above: \_\_\_\_\_

23. Applicant's Mother    Name: \_\_\_\_\_  
State of Residence: \_\_\_\_\_  
Number of years resident in state above: \_\_\_\_\_

24. If both parents are deceased, who is the guardian or nearest relative? \_\_\_\_\_

25. Provide any additional information or factors you believe will be helpful in determining your status:

26. The Applicant must sign this application before it is submitted to the Registrar's Office. If you are 17 years of age or younger, it must also be signed by your parent or legal guardian.