

RESIDENT CLASSIFICATION REQUEST

Inver Hills Community College

Notice to student: Some information requested in this form is classified as private. You are not legally required to provide the information; however, failure to provide it will prevent your request from being considered. Information required on this form will be used only by officials of Inver Hills Community College. This request must be submitted at least ten days prior to the effective semester.

Notice to international students: Please complete an International Student In-State Tuition Form.

Name: _____ Student ID: _____
 Address: _____

 Telephone: _____ Term for which residency is requested:
 Email: _____ _____ Fall 20____
 _____ Spring 20____
 _____ Summer 20____

RESIDENT TUITION STATUS STATE LAW AND SYSTEM POLICY: Per Minnesota Statute (M.S. 135A.031, subd. 2) and MnSCU Board Policy 2.2, an individual must have resided in Minnesota for at least one calendar year immediately prior to applying for instate tuition and residence in Minnesota must not be merely for the purpose of attending a college or university. As stipulated by Minnesota State Law, resident tuition status may be granted to individuals who meet the requirements of one of the items below and who provide sufficient documentary evidence in support of that item.

- A. ____ **I have lived in Minnesota substantially and continuously for 12 months immediately prior to my application to Inver Hills Community College; and during this period, I have not been enrolled as a full-time student at any postsecondary institution in Minnesota.** (Two of the following pieces of documentation are required: Rent/mortgage payment receipts, a copy of the deed to your home, a Minnesota-issued Driver's License or ID, or a letter from your employer.)
- B. ____ **I request participation in the Midwest Student Exchange Program because I am a resident of Kansas, Michigan, Missouri, or Nebraska.** (Documentation providing proof that you are a resident of one of the above states must be attached.)
- C. ____ **I am a resident of Manitoba, Canada.** (Documentation verifying Manitoba residency must be attached.)
- D. ____ **I graduated from a high school in Minnesota within 24 months prior to my first day of enrollment at Inver Hills Community College.** (Your high school transcript with a graduation date must be attached.)
- E. ____ **I moved/am moving to Minnesota to accept permanent, full-time employment.** (A letter on official letterhead dated from your employer verifying the dates of your employment and the number of hours per week that you work must be attached.)
- F. ____ **I am the spouse of an individual who has moved/is moving to Minnesota to accept permanent, full-time employment.** (A letter on official letterhead dated from the individual's employer verifying the dates of his/her employment and the number of hours per week that he/she works must be attached. In addition, a copy of your marriage certificate must be attached.)
- G. ____ **I am the dependent of an individual who has moved to Minnesota to accept permanent, full-time employment.** (A letter on official letterhead from the individual's employer verifying the dates of his/her employment and the number of hours per week that he/she works must be attached. In addition, documentation verifying dependency must be attached.)
- H. ____ **I am married to a Minnesota resident and have lived in Minnesota for one calendar year prior to applying to Inver Hills Community College.** (Attach a copy of your marriage certificate, documentation verifying that your spouse is a Minnesota resident, and proof that you have resided in Minnesota for one calendar year.)

- I. ____ **I am currently serving in the armed forces of the United States and have been living in Minnesota for one calendar year and have been assigned to active duty in Minnesota.** (A letter from the military documenting this assignment must be attached.)
- J. ____ **I am the spouse/dependent of an individual who is currently serving in the armed forces in the United States and have been living in Minnesota for one calendar year and have been assigned to active duty in Minnesota.** (A letter from the military documenting the individual's assignment must be attached. Also, the spouse of the individual must attach a copy of his/her marriage certificate, and the dependent must attach documentation verifying dependency.)
- K. ____ **I am a veteran who lives in Minnesota, have served in the armed forces of the United States for a period in excess of 190 days for purposes other than training, and have been released from such service within the last two years.** (A copy of your DD-214 must be attached.)
- L. ____ **I am a citizen of the United States, am employed by the federal government, am stationed outside the continental United States, and pay taxes only to Minnesota. I pay taxes to no other nonfederal government, including the governments of another state, the District of Columbia, a commonwealth, or a trust territory of the United States.** (A letter from the federal government documenting the individual's assignment must be attached.)
- M. ____ **I am the spouse/dependent of a citizen of the United States who is employed by the federal government, is stationed outside the continental United States, and pays taxes to only Minnesota. The individual pays taxes to no other nonfederal government, including the governments of another state, the District of Columbia, a commonwealth, or a trust territory of the United States.** (A letter from the federal government documenting the individual's assignment must be attached. In addition, the spouse of the individual must attach a copy of his/her marriage certificate, and the dependent must attach documentation which verifies dependency.)
- N. ____ **I am a student who has been in Minnesota as a migrant farm-worker as defined in the Code of Federal Regulations, title 20, section 633.104, over a period of at least two years immediately before admission or readmission to a Minnesota public post-secondary institution, or are a dependent of such migrant farm-workers.** (Documentation verifying the above must be attached.)
- O. ____ **I am a student who is recognized as a refugee/asylee by the Office of Refugee Resettlement of the United States Department of Health and Human Services.** (Documentation verifying refugee/asylee status must be attached.)
- P. ____ **I am a student who is recognized as on Temporary Protected Status (TPS) by the U.S. Citizenship and Immigration Service.** (Documentation verifying TPS must be attached.)
- Q. ____ **Other. This category is only used upon consultation with the Office of Enrollment Services.** (Documentation will vary).

I hereby certify that all information provided in support of my request for residency is correct to the best of my knowledge. I further understand that I will be liable for unpaid tuition resulting from my classification as a resident of Minnesota if I have submitted false or incomplete information in support of this request.

Date

Signature of Student

Administrative Action:

Approved: _____ Denied: _____ More information needed (see below): _____

Comments: _____

Administrator Signature: _____ Date: _____

Inver Hills Community College is an Affirmative Action/Equal Opportunity College.
This document is available in alternative format to individuals with disabilities by calling
the Office of the Enrollment Services at 651-450-8500.