

Florida Residency Guidelines 2010

How to Apply for In-State Tuition

According to Florida Law, in order to pay “in-state” tuition, EVERY student must provide a declaration of residency prior to the first day of the term for which Florida residency is sought. To qualify for in-state tuition, a student must be a U.S. Citizen, permanent resident alien or legal alien (see Non-US Citizen clarification for criteria).

What this means: It is *your responsibility* to prove you are a Florida resident. Even if you've attended elementary, middle school and high school in the state of Florida, you will need to provide PROOF of residency. Hillsborough Community College will determine your status based on the documentation you provide.

Why it's important: You may be charged out-of-state tuition if you do not supply this information by the start of classes.

What you must do: When applying to HCC you must provide residency documentation on the *Florida Resident For Tuition Purposes Affidavit* section of the College application. When applying through FACTS.org, you also need to provide documentation to support any application for in-state tuition on the basis of legal residence for statutory exemption.

STEP 1: Determining Your Dependency Status

The documentation necessary may be different for “dependent” and “independent” students. Dependent students normally use their parent/legal guardian's documentation for residency, whereas independent students use their own documentation.

Independent Student

A student who PROVIDES EVIDENCE of any *one* of the following criteria shall be classified as an independent student for the determination of residency for tuition purposes:

- 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;
- The student is married;
- The student has children who receive more than half of their support from the student;
- The student has other dependents who live with and receive more than half of their support from the student;
- 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.
- Both of the student's parents are deceased or the student is or was (until age 18) a ward/ dependent of the court.
- The student is classified as an independent by the College financial aid office.
- The student submits documentation (tax returns of self and parents) that he or she provides fifty (50) percent or more of the cost of attendance for independent, in-state students as defined by the College financial aid office (exclusive of federal, state, and institutional aid or scholarships).

Dependent Student (Your Parent or Legal Guardian is the Claimant)

All students who do not meet the definition of an independent student shall be classified as dependent students for the determination of residency for tuition purposes.

STEP 2: Determining Your Residency Status

Residency Criteria

The HCC College application includes a **Residency Affidavit** which must be completed to determine residency for tuition purposes. Students who do not complete the Residency Affidavit or provide incomplete documentation on or in conjunction with the Residency Affidavit will not be classified as a resident for tuition purposes, and will have to present additional information. All information must be submitted by the first day of classes of the term. If a student indicates “non-resident” on the Residency Affidavit, there is no requirement to “prove” such status or to submit supporting documentation, and the student is automatically considered out-of-state for tuition purposes.

Criteria for Independent Students

Independent Students will be granted in-state residency for tuition purposes if the Residency Affidavit on the college application indicates that **all of the following criteria are met**. Further documentation will not be required for these students.

1. The student’s nation of citizenship is the United States;
2. The student is 24 years of age or over;
3. The student’s permanent address is a Florida address;
4. The high school from which the student graduated is a Florida high school;
5. Every community college or university the student has attended is located in the State of Florida
6. The student provides written or electronic verification that he or she has been issued two or more of the acceptable documents cited in the following **Acceptable Documents for In State Tuition Application**. Such documentation must demonstrate that the applicant has maintained legal residence in Florida for at least 12 consecutive months prior to his or her initial enrollment in a university or college.

Criteria for Dependent Students

Dependent Students will be granted in-state residency for tuition purposes if the Residency Affidavit on the college application indicates that **all of the following criteria are met**. Further documentation will not be required for these students.

1. The student is eligible to be claimed by his or her parent or legal guardian as a dependent under the federal income tax code;
2. The student’s nation of citizenship is the United States;
3. The student is under 24 years of age;
4. The student’s mother, father or legal guardian is the person claiming Florida residence;
5. The student’s mother, father or legal guardian claiming Florida residence has a Florida permanent legal address and
6. The student’s mother, father or legal guardian claiming Florida residence provides written or electronic verification that he or she has been issued two or more of the acceptable documents sited in the following **Acceptable Documents for In State Tuition Application**. Such documentation must demonstrate that the applicant has maintained legal residence in Florida for at least 12 consecutive months prior to his or her initial enrollment in a university or college.

STEP 3: Acceptable Documents for In-State Tuition Application:

Applicants will have to submit documentation that they (or a parent or legal guardian if a dependent) have been a Florida resident for at least 12 months prior to the first day of the classes for which they are enrolling. At least two of the following documents must be submitted with dates that evidence the 12-month qualifying period. Additionally, there must be no information contradicting the applicant’s claim of residency

First Tier

(At least one of the two documents submitted must be from this list)

- Florida driver license (if known to be held in another state previously, must have relinquished) State of Florida identification card (if evidence of no ties to another state)
- Florida voter registration card
- Florida vehicle registration
- Proof of purchase of a permanent home in Florida that is occupied as a primary residence of the claimant
- Proof of homestead exemption in Florida
- 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)

Second Tier

(may be used in conjunction with one document from First Tier)

- A declaration of domicile in Florida
- A Florida professional or occupational license
- Florida incorporation
- Documents evidencing family ties 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

- Hunting/fishing license
- Library card
- Shopping club/rental card
- Birth certificate
- Passport

STEP 4: (This Information is required.)

Copies of all documents used to prove residency are required and must be submitted to Hillsborough Community College along with the ***Florida Resident for Tuition Purposes Affidavit found on the back of the HCC Admissions application***. Residency will not be adjusted for tuition purposes after the stated deadline. All requests for residency adjustments must be made before the end of the initial term of entry.

Please note that the Florida Residency Requirement is subject to change.

For detailed information concerning Florida Residence for Tuition Purposes, go to: www.facts.org click on Applying for College, then click on Residency Guidelines.