

# Instructions for Completing Application

## Ohio Student Residency for State Subsidy and Tuition Surcharge Purposes

A change in residency status could have financial aid implications. You are encouraged to contact the Student Financial Aid Office before applying for residency. The Student Financial Aid Office can be reached by phone at 419-372-2651 or in person at 227 Bowen-Thompson Student Union.

The purpose of this document is to communicate regulations provided by the Ohio Board of Regents and to provide a means for students to supply additional information and appeal their residency status.

Regulations used to determine Ohio Student Residency for State Subsidy and Tuition Surcharge Purposes are under the authority of the Ohio Board of Regents by Section 3333.31 of the Ohio Revised Code <http://codes.ohio.gov/oac/3333-1-10>. Bowling Green State University, based on information provided on your application, applies these regulations.

The completed application and supporting documentation must be received by the Office of Registration and Records by the first day of classes for the term in which you are seeking a change in residency status. Residency status is not retroactive and applications will not be considered for previous terms.

Bowling Green State University will provide a fair and adequate opportunity to present evidence. The institution may require submission of affidavits, sworn, notarized or any other documentary evidence which it may deem necessary to establish a full and complete determination of residency for tuition purposes.

### **Deadlines:**

Summer-applications are open March 1 through the first day of Summer classes

Fall-applications are open March 1 through the first day of Fall classes

Spring-applications are open September 1 through the first day of Spring classes

### **Steps for Applying for Ohio In-State Residency for Tuition Purposes:**

1. Review the "Residency 101: Easier to Understand Definitions" on page 2 of this packet.
2. Review the "Provision Definitions & Required Documentation" on page 3 of this packet to determine under which Provision you may qualify. International students should also review "Visa Eligibility & Non-Eligibility for Ohio Residency & Tuition Purposes".
3. Visit BGSU Residency webpage to complete the Adobe Sign Form - [Application for In-State Residency for Tuition Purposes](#)
4. Provide copies of all required documentation based on the provision under which you are requesting review of your residency status.
5. Answer all questions on the Application as required.
6. Submit the Adobe Sign Form.
7. Upon submission, the Office of Registration and Records will be in communication. Please make sure to check the email provided on the application submitted. If all materials are submitted, processing should take 7-10 business days.

### **Residency 101: Easier to Understand Definitions**

- **Resident:** Lived in OH for previous 12 months, has met their OH tax obligations, and as a resident can vote in OH and/or qualify for state public assistance. Also, has not allowed him/herself to remain a resident of any other state or nation for these or other purposes.
- **Financial Support:** Does not include grants, scholarships, or awards unless those grants or awards are tied to residency of another state or nation.
- **Institution of Higher Education:** Also includes private medical and dental colleges which receive direct subsidy from the state of Ohio.
- **Domicile:** Permanent place of abode. You can have only one at time, so a family cabin in Hocking Hills only counts if it is the place where the family actually resides, is listed as their home on state and federal taxes, etc. You also have to be able to legally reside there under federal and state law.
- **Dependent:** Person who was claimed as a dependent on the filer's internal revenue service tax filing for the previous tax year.
- **Residency Officer:** Those of us sorting out what all this means on behalf of our "state institutions of higher education."
- **Community Service Position:** This is a specific list of programs: VISTA, AmeriCorps, City Year, the Peace Corps, Teach for American (additional programs can be added by the Chancellor). Also includes working or volunteering for up to two years for an elected or appointed public official.
- **Alien:** A person who is not a United States citizen or a United States national.
- **Immigrant:** An Alien who has federal authorization to live in the US permanently and work without restrictions.
- **Nonimmigrant:** An Alien who has federal authorization to live in the US temporarily.

### **Income Sources that may make you ineligible if applying as financially independent**

- Support from individuals who are not Ohio residents
- PLUS loan money accepted by the student whose parents are not residents of Ohio
- Savings and/or financial portfolios that have not been in an account in your name for at least year preceding the term for which you are request evaluation

## Provision Definitions & Required Documentation

### Provision C1

Definition: Student is dependent upon spouse, parent, or legal guardian and the spouse, parent, or legal guardian has been a resident of the state of Ohio for all other legal purposes for twelve consecutive months or more immediately preceding the enrollment of such student in an institution of higher education.

### Required Documentation for C1:

1. Copy of spouse's, parents', or legal guardian's lease, mortgage agreement, or property deed for the last 12 consecutive months and subsequent 12 months, which includes date of occupancy and signature page.
  - o If lease, mortgage or property deed is unavailable, a notarized letter from the owner of the residence stating their name, the address of the residence, the name of the spouse, parent, or legal guardian and the date they moved in/out will be accepted.
2. Copy of spouse's, parents', or legal guardian's federal and Ohio tax return for the previous tax year. *REMOVE ALL BUT THE LAST 4 DIGITS OF SOCIAL SECURITY NUMBERS & CHECKING/SAVINGS ACCOUNT NUMBERS FROM ALL DOCUMENTS PRIOR TO SUBMISSION.*
3. Copies of spouse's, parents', or legal guardian's Ohio driver license, voter registration, and vehicle registration.
4. If student is dependent upon spouse, copy of official marriage certificate that includes court seal.
5. If student is dependent upon parent, copy of birth certificate if parents are separated or divorced and Ohio parent does not claim student.

### Provision C2

Definition: "A person who has been a resident of Ohio for the purpose of this rule for at least twelve consecutive months immediately preceding his or her enrollment in an institution of higher education and who is not receiving, and has not directly or indirectly received in the preceding twelve consecutive months, financial support from person or entities who are not residents of Ohio for all other legal purposes."

### Required Documentation for C2:

1. Documentation of all income including, but not limited to, copies of (2) most recent pay stubs, and copies of loans and/or scholarships from the previous and current year.
  - a. Financial Aid Award Summaries: log into MyBGSU portal and click on "Student Center." Click on the "Financial Aid" tile, click on "Award Summary" on the left, and select each year needed to print.
  - b. Paystubs for BGSU Employees: log into MyBGSU portal and go to the "Employees" tab, click on "View Paycheck" and print two most recent. Be sure to select "View PDF Paycheck" for each paystub.
2. Copy of student's lease, mortgage agreement, or property deed for the last 12 consecutive months and subsequent 12 months, which includes date of occupancy and signature page.
  - a. If lease, mortgage or property deed is unavailable, a notarized letter from the owner of the residence stating their name, the address of the residence, the name of the student, and the date they moved in/out will be accepted.
  - b. If student's residence in a BGSU residence hall occurred within the last 12 consecutive months or will occur in the upcoming 12 months in a BGSU residence hall, please provide documentation from Residence Life of the dates of residence on campus.
3. Copy of student's federal and state tax return for the previous tax year. *REMOVE ALL BUT THE LAST 4 DIGITS OF SOCIAL SECURITY NUMBERS & CHECKING/SAVINGS ACCOUNT NUMBERS FROM ALL DOCUMENTS PRIOR TO SUBMISSION*
4. If student is 25 or under during the 12 month period for which student is financially independent, student must provide copies of parents' or legal guardian's federal tax return for previous year.
5. Copies of student's Ohio driver license, voter registration, and vehicle registration.

### Provision C3 (Temporary)

Definition: "A dependent student of a parent or legal guardian, or the spouse of a person who, as of the first day of a term of enrollment has accepted full-time, self-sustaining employment and established domicile in the state of Ohio for reasons other than gaining the benefit of favorable tuition rates."

#### Required Documentation for C3:

1. A letter from the Ohio employer on company letterhead stating spouse's, parents', or legal guardian's name, employment status (full or part time), and date of hire.
2. Copy of a recent pay stub which demonstrates Ohio taxes being withheld.
3. Copy of spouse's, parents' or legal guardian's lease, mortgage agreement, or property deed.
  - If lease, documentation must include a statement from lessee or owner certifying that the spouse, parent, or legal guardian resides at residence.
  - If lease, mortgage, or property deed is unavailable, a notarized letter from the owner of the residence stating their name, the address of the residence, the name of the spouse, parent, or legal guardian and the date they moved in will be accepted.
4. Copy of spouse's, parents', or legal guardian's federal tax return for the previous tax year of who claimed student as dependent. *REMOVE ALL BUT THE LAST 4 DIGITS OF SOCIAL SECURITY NUMBERS & CHECKING/SAVINGS ACCOUNT NUMBERS FROM ALL DOCUMENTS PRIOR TO SUBMISSION*
5. If married, a copy of official marriage certificate that includes court seal.
6. If student is dependent upon parent, copy of birth certificate if parents are separated or divorced and Ohio parent does not claim student.

C3 IMPORTANT NOTE: Employment must be verified every semester under C3. An employment letter will be required each semester verifying the spouse, parent, or legal guardian is still employed with the employer for which they received C3 residency until the spouse, parent, or legal guardian has lived in Ohio for 12 consecutive months and applies under Provision C2.

#### Provision C4

Definition: "A veteran, and the veteran's spouse and any dependent of the veteran, who meets both of the following conditions: (a) the veteran either (i) served one or more years on active duty and was honorably discharged or received a medical discharge that was related to the military service or (ii) was killed while serving on active duty or has been declared to be missing in action or a prisoner of war; [and] (b) if the veteran seeks residency status for tuition surcharge purposes, the veteran has established domicile in this state as of the first day of the term of enrollment in an institution of higher education. If the spouse or a dependent of the veteran seeks residency status for tuition surcharge purposes, the veteran and the spouse or dependent seeking residency status have established domicile in this state as of the first day of a term of enrollment in an institution of higher education, except that if the veteran was killed while serving on active military duty, has been cleared to be missing in action or a prisoner of war, or is deceased after discharge, only the spouse or dependent seeking residency status shall be required to have established domicile in accordance with this division.

#### Required Documentation for C4:

1. Copy of the veteran's DD-214 showing (1) year or more of active duty and honorable discharge.
2. Copy of service-related medical separation papers or the deceased veteran's death certificate, if applicable.
3. Copy of veteran's lease, mortgage agreement, or property deed, which includes date of occupancy and signature page.
  - If lease, mortgage or property deed is unavailable, a notarized letter from the owner of the residence stating their name, the address of the residence, the names of those living in the rented space, and the date they moved in/out will be accepted.
  - If veteran's residency includes living in a BGSU residence hall, please provide documentation from Residence Life of the dates lived on campus.
4. If student is dependent upon qualifying veteran, copy of parents' federal and state tax return for the previous tax year. *REMOVE ALL BUT THE LAST 4 DIGITS OF SOCIAL SECURITY NUMBERS & CHECKING/SAVINGS ACCOUNT NUMBERS FROM ALL DOCUMENTS PRIOR TO SUBMISSION*
5. If student is married to qualifying veteran, copy of official marriage certificate that includes court seal.

#### Provision C5

Definition: "A veteran who is the recipient of federal veterans' benefits under the "All-Volunteer Force Educational Assistance Program," 38 U.S.C. 3001 et seq., or "Post-9/11 Veterans Educational Assistance Program," 38 U.S.C. 3301 et seq., or any successor program, if the veteran meets all of the following criteria: (a) the veteran served at least ninety days or active duty; (b) the veteran enrolls in a state institution of higher education, as defined in section 3345.011 of the revised code; and (c) the veteran lives in the state as of the first day of the term of enrollment

#### Required Documentation for C5:

1. Copy of Certificate of Eligibility.
2. Copy of veteran's lease, mortgage agreement, or property deed, which includes date of occupancy and signature page.
  - a. If lease, mortgage or property deed is unavailable, a notarized letter from the owner of the residence stating their name, the address of the residence, the name of the student and/or veteran, and the date they moved in/out will be accepted.
  - b. If student's residency includes living in a BGSU residence hall, please provide documentation from Residence Life of the dates lived on campus.
3. If student is dependent on qualifying veteran, copy of parents' federal and state tax return for the previous tax year. *REMOVE ALL BUT THE LAST 4 DIGITS OF SOCIAL SECURITY NUMBERS & CHECKING/SAVINGS ACCOUNT NUMBERS FROM ALL DOCUMENTS PRIOR TO SUBMISSION*
4. If student is married to qualifying veteran, copy of official marriage certificate that must include court seal.

#### Provision C6

Definition: "A person who is the recipient of the federal "Marine Gunnery Sergeant John David Fry" scholarship or transferred federal veterans' benefits under any of the programs listed in paragraph (C)(5) of this rule, if the person meets both of the following criteria: (a) the person enrolls in a state institution of higher education; and (b) the person lives in the state as of the first day of a term of enrollment in the state institution of higher education. In order for a person using transferred federal veterans' benefits to qualify under paragraph (C)(6) of this rule, the veteran who transferred such benefits must have served at least ninety days on active duty or the servicemember who transferred such benefits is on active duty.

#### Required Documentation for C6:

1. Copy of Certificate of Eligibility.
2. Copy of student's and/or veteran's lease, mortgage agreement, or property deed, which includes date of occupancy and signature page.
  - a. If lease, mortgage or property deed is unavailable, a notarized letter from the owner of the residence stating their name, the address of the residence, the name of the student and/or veteran, and the date they moved in/out will be accepted.
  - b. If student's residency includes living in a BGSU residence hall, please provide documentation from Residence Life of the dates lived on campus.
3. If student is dependent upon qualifying veteran, copy of federal tax return from previous tax year. *REMOVE ALL BUT THE LAST 4 DIGITS OF SOCIAL SECURITY NUMBERS & CHECKING/SAVINGS ACCOUNT NUMBERS FROM ALL DOCUMENTS PRIOR TO SUBMISSION*
4. If student is married to qualifying veteran, copy of official marriage certificate that must include court seal.

#### Provision C7

Definition: A person who is using federal veterans' educational assistance under the "Vocational Rehabilitation and Employment", 38 U.S.C. 3101 et seq or under "Survivors' and Dependents' Educational Assistance," 38 U.S.C. 3510, if all following criteria are met: the person enrolls in a state institution of higher education; and the person lives in the state as of the first day a term of enrollment in the state institution of higher education.

#### Required Documentation for C7:

1. Documentation of proof of eligibility.
2. Copy of student's current lease, mortgage agreement, or property deed which includes date of occupancy and signature page.
  - a. If lease, mortgage or property deed is unavailable, a notarized letter from the owner of the residence stating their name, the address of the residence, the names of those living in the rented space, and the date they moved in/out will be accepted.
  - b. If student's residency is in one of the BGSU residence halls, please provide documentation from Residence Life as proof of residence.

### Provision C8 “Forever Buckeye”

Definition: A person who, while a resident of this state for state subsidy and tuition surcharge purposes, graduated from a high school in this state or completed the final year of instruction at home as authorized under section 3321.04 of the Revised Code, if the person enrolls in an institution of higher education and establishes domicile in this state, regardless of the student’s residency prior to that enrollment.”

#### Required Documentation for C8:

1. Copy of student’s Ohio high school transcript.
2. Copy of student’s current lease, mortgage agreement, or property deed which includes date of occupancy and signature page.
  - If lease, mortgage or property deed is unavailable, a notarized letter from the owner of the residence stating their name, the address of the residence, the names of those living in the rented space, and the date they moved in/out will be accepted.
  - If student’s residency is in one of the BGSU residence halls, please provide documentation from Residence Life as proof of residence.

C8 IMPORTANT NOTE: In order to be eligible, students must have been residing in Ohio while completing at least their entire senior year at an Ohio high school.

### Provision C9 “Forever Buckeye”

Definition: A person who enrolls in an institution of higher education and establishes domicile in this state, regardless of the student’s residence prior to that enrollment, unless the person is in the United States on a student visa and has not petitioned for a change in status and the person meets all of the following criteria: the person officially withdrew from a school in this state while the person was a resident of this state subsidy and tuition surcharge purposes; the person has not received a high school diploma or honors diploma awarded under section 3313.61, 3313.611, 3313.612, or 3325.08 of the Revised Code or a high school diploma awarded by a school located in another state or country, and the person while a resident of this state subsidy and tuition surcharge purposes, both took a high school equivalency test and was awarded a certificate of high school equivalence.

#### Required Documentation for C9:

1. Current lease or deed establishing that the student is residing in Ohio
2. Copy of student’s certificate of high school equivalence
3. Copy of current immigration or Visa status (if applicable)

### Provision C10

Definition: A service member who is on active duty and to the service member’s spouse and any dependent of the service member is on active duty. In order to qualify under this paragraph, the student seeking in-state tuition rates must live in the state as of the first day of the term of enrollment in the state institution of higher education, but the student or service member shall not be required, to establish domicile in this state as of the first day of a term of enrollment in an institution of higher education.

#### Required Documentation for C10:

1. Copy of spouse/parent’s Leave and Earnings Statement
2. Copy of marriage certificate (if residency is based on spouse)
3. Copy of parent’s federal tax returns (page 1 & 2) for the most recent tax year (if residency is based on parent)
4. Current lease or deed establishing that the student is residing in Ohio

### Provision C11

Definition: A person, while not a resident of this state for state subsidy and tuition surcharge purposes, lives in this state and completes a bachelor's degree program at an institution of higher education in this state and, upon completing that bachelor's degree program, immediately enrolls in a graduate degree program offered at any state institution of higher education, provided the person, while enrolled in the graduate degree program, resides in this state.

For purposes of this paragraph, graduate degree program means any master's or doctoral program at a state institution of higher education, except that a board of trustees of a state institution of higher education may exclude post-baccalaureate professional programs, such as a juris doctorate, medical, dentistry, veterinary, optometry or pharmaceutical doctoral program or other similar post-baccalaureate professional programs, provided the eligible excluded programs are reported to the chancellor on an annual basis and listed as such on the state institution of higher education's website.

For purposes of this paragraph, immediate means the next semester in which the graduate degree program accepts students for admission.

(D) Additional criteria which may be considered in determining residency may include but are not limited to the following:

(1) Criteria evidencing residency:

- (a) If a person is subject to tax liability under section 5747.02 of the Revised Code;
- (b) If a person qualifies to vote in Ohio;
- (c) If a person is eligible to receive Ohio public assistance;
- (d) If a person has an Ohio's driver's license and/or motor vehicle registration.

(2) Criteria evidencing lack of residency

- (a) If a person is a resident of or intends to be a resident of another state or nation for the purpose of tax liability, voting, receipt of public assistance, or student loan benefits (if the student qualified for that loan program by being a resident of that state or nation);
- (b) If a person is a resident or intends to be a resident of another state or nation for any purpose other than tax liability, voting, or receipt of public assistance (see paragraph (D)(2)(a) of this rule), such as declaring to be in the United States/Ohio for the purposes of seeking an education.

(3) For the purpose of determining residency for tuition surcharge purposes at Ohio's state-assisted colleges and universities, an individual's immigration status will not preclude an individual from obtaining resident status if that individual has the current legal status to remain permanently in the United States. However, a student shall not be granted residency status if the alien is not also an immigrant or a nonimmigrant.

### Required Documentation for C11:

1. Current lease or deed establishing that the student is residing in Ohio
2. Copy of official transcript or verification of degree on school letterhead
3. Copy of current immigration or Visa status (if applicable)



### Exception - E1 (Temporary)

Definition: A person who is living and is gainfully employed on a full-time or part-time and self-sustaining basis in Ohio and who is pursuing a part-time program of instruction at an institution of higher education shall be considered a resident of Ohio for these purposes."

#### Required Documentation for E1:

1. A letter from the Ohio employer on company letterhead that states: employment status (full or part time), and date of hire.
2. Copy of recent pay stub which demonstrates Ohio taxes being withheld and earning at least \$300-325 per week.
3. Copy of student's current lease, mortgage agreement, or property deed which includes date of occupancy and signature page.
  - If lease, mortgage or property deed is unavailable, a notarized letter from the owner of the residence stating their name, the address of the residence, the name of the student, and the date they moved in/out will be accepted.

### Exception E2 (Temporary)

Definition: "A person who enters and currently remains upon active duty status in the United States military service while a resident of Ohio for all other legal purposes and his or her dependents shall be considered residents of Ohio for these purposes as long as Ohio remains the state of such person's domicile."

#### Required Documentation:

1. Copy of Current Leave & Earnings Statement (LES) showing Ohio as home of record.
2. If student is dependent on qualifying veteran, copy of parents' federal tax return for the previous tax year.  
*REMOVE ALL BUT THE LAST 4 DIGITS OF SOCIAL SECURITY NUMBERS & CHECKING/SAVINGS ACCOUNT NUMBERS FROM ALL DOCUMENTS PRIOR TO SUBMISSION*
3. If student is married to qualifying veteran, copy of official marriage certificate that must include court seal.

### Exception E3 (Temporary)

Definition: "A person on active duty status in the United States military service who is stationed and resides in Ohio and his or her dependents shall be considered residents of Ohio for these purposes."

#### Required Documentation for E3:

1. Copy of active duty orders.
2. Copy of veteran's lease, mortgage agreement, or property deed, which includes date of occupancy and signature page.
  - If lease, mortgage or property deed is unavailable, a notarized letter from the owner of the residence stating their name, the address of the residence, the name of the veteran's name, and the date they moved in/out will be accepted.
3. If student is dependent on qualifying veteran, copy of parents' federal and state tax returns for the previous tax year. *REMOVE ALL BUT THE LAST 4 DIGITS OF SOCIAL SECURITY NUMBERS & CHECKING/SAVINGS ACCOUNT NUMBERS FROM ALL DOCUMENTS PRIOR TO SUBMISSION*
4. If student is married to qualifying veteran, copy of official marriage certificate that includes court seal.

E3 IMPORTANT NOTE: Eligibility must be verified every semester under E3.

#### Exception E4 (Temporary)

Definition: "A person who is transferred by his employer beyond the territorial limits of the fifty states of the United States and the District of Columbia while a resident of Ohio for all other legal purposes and his or her dependents shall be considered residents of Ohio for these purposes as long as Ohio remains the state of such person's domicile as long as such person has fulfilled his or her tax liability to the state of Ohio for at least the tax year preceding enrollment."

#### Required Documentation for E4:

1. A letter on official letterhead from employer indicating employee was an Ohio resident at time of transfer.
2. Copy of spouse's, student's, parents' or legal guardian's Ohio tax return for previous year.
  - a. If student is dependent upon qualifying employee, copy of parents' or legal guardian's federal tax return.
3. If student is married to qualifying employee, copy of official marriage certificate that includes court seal.

#### Exception E5 (Temporary)

Definition: "A person who has been employed as a migrant worker in the state of Ohio and his or her dependents shall be considered a resident for these purposes provided such person has worked in Ohio at least four months during each of the three years preceding the proposed enrollment."

#### Required Documentation for E5:

1. Proof of Ohio Farm work for at least four months each of past three years, which includes a letter from the Ohio employer on company letterhead stating employment status (full or part time) and verification of work for at least four months of each past three years.
2. Copy of recent pay stub which demonstrates Ohio taxes being withheld.
3. Student must be able to document dependency. An example of documentation includes copy of federal tax return showing student was claimed as a dependent.
4. If student is married to qualifying employee, copy of official marriage certificate that includes court seal.

#### Exception E6 (Temporary)

Definition: "A person who was considered a resident under this rule at the time the person started a community service position as defined under this rule, and his or her spouse and dependents, shall be considered a resident of Ohio while in service and upon completion of service in the community service position."

#### Required Documentation for E6:

1. A notarized statement on official letterhead from the Community Service agency verifying Ohio as home of record.
2. Copy of student's, spouse's, parents', or legal guardian's lease, mortgage agreement, or property deed for the last 12 consecutive months which includes date of occupancy and signature page.
  - a. If lease, mortgage or property deed is unavailable, a notarized letter from the owner of the residence stating their name, the address of the residence, the name of the student, spouse, parent, or legal guardian and the date they moved in/out will be accepted.
  - b. If student's residency includes living in a BGSU residence hall, please provide documentation from Residence Life of the dates lived on campus.
3. Student must be able to document dependency.
4. If student is married to person holding community service position, copy of official marriage certificate that must include court seal.

#### Exception E7 (Temporary)

Definition: "A person who returns to the state of Ohio due to marital hardship, takes or has taken legal steps to end a marriage, and reestablishes financial dependence upon a parent or legal guardian (receives greater than fifty per cent of his or her support from the parent or legal guardian), and his or her dependents shall be considered residents of Ohio."

#### Required Documentation for E7:

1. Copy of legal documentation of steps to end marriage (divorce proceedings paperwork or legal separation paperwork).
2. A notarized statement from student's parent or legal guardian stating student has reestablished financial dependence upon parent or legal guardian (receiving greater than 50% of support from parent or legal guardian).
3. Copy of parents' or legal guardian's lease, mortgage agreement, or property deed for the last 12 consecutive months which includes date of occupancy and signature page.
  - a. If lease, mortgage or property deed is unavailable, a notarized letter from the owner of the residence stating their name, the address of the residence, the name parent or legal guardian and the date they moved in/out will be accepted.
4. If student is not living with parent or legal guardian, a copy of student's lease, mortgage agreement, or property deed which includes date of occupancy and signature page.
  - a. If lease, mortgage, or property deed is unavailable, a notarized letter from the owner of the residency stating their name, the address of the residency, the names of those living at the residence, and the date they moved in/out will be accepted.
  - b. If student's residency includes living in a BGSU residence hall, please provide documentation from Residence Life of the dates lived on campus.
5. Student must be able to document dependency.

#### Exception E8 (Temporary)

Definition: "A person who is a member of the Ohio National Guard, and his or her spouse and dependents, shall be considered residents of Ohio while the person is in Ohio National Guard service."

All branches serving under the Ohio National Guard are covered under this provision.

#### Required Documentation for E8:

1. Copy of enlistment papers (DD Form 4/1) or letter from base personnel officer verifying current service.
2. If student is dependent on qualifying veteran, copy of parents' federal and state tax returns for the previous tax year. *REMOVE ALL BUT THE LAST 4 DIGITS OF SOCIAL SECURITY NUMBERS & CHECKING/SAVINGS ACCOUNT NUMBERS FROM ALL DOCUMENTS PRIOR TO SUBMISSION*
3. If student is married to qualifying veteran, copy of official marriage certificate that must include court seal.

E8 IMPORTANT NOTE: Eligibility must be verified every semester under E8. Subsequent term verification will require a letter from base personnel officer verifying current service is required for subsequent terms.

## Frequently Asked Questions

1. If I was admitted as a non-resident and I have lived in the state for 12 months, will my residency status be updated automatically?
  - a. No, a student must apply for reclassification and demonstrate eligibility under one of the provisions or exceptions.
2. If I update my address to reflect I am living in Ohio, will my residency status be updated automatically?
  - a. No, a student must apply for reclassification and demonstrate eligibility under one of the provisions or exceptions.
3. If I qualify under Provision C1 and my parent or legal guardian moves out of Ohio, will I be considered a non-resident for tuition purposes?
  - a. If student remains a full-time student, they will continue to be considered an Ohio In-State Resident until the completion of one academic degree program.
4. If I qualify under Provision C1 or C2 and I leave the state temporarily, will I be considered a non-resident for tuition purposes?
  - a. The student will remain an Ohio In-State Resident so long as time out of the state has not exceeded 12 months.
5. If I qualify under Provision C3 and my parent or spouse accepts employment and relocates outside of the state, will I be considered a non-resident for tuition purposes?
  - a. Ohio In-State Residency is lost immediately if the employed person upon whom the resident student status was based accepts employment and establishes domicile outside of Ohio less than 12 months after accepting employment and establishing domicile in Ohio.
6. Internships and Educational Opportunities
  - a. A student, who is planning to attend a unique, once-in-a-lifetime internship or educational experience or has an extenuating circumstance taking them outside of Ohio, exceeding the two consecutive week maximum, must appeal to the residency committee. This request must be submitted and approved prior to leaving the state. If the experience gained through the internship or educational experience could also be achieved in Ohio, the request may not be approved.
7. Are International Students eligible for Ohio In-State Residency for Tuition Purposes?
  - a. International students must have the legal status to permanently remain in the United States before they can be considered an Ohio resident for tuition purposes. Students must either have a Permanent Resident Alien Card or the I-551 stamp on their Visa. Persons with Visa types B, J, K, and M are not eligible.
  - b. See chart of “Visa Eligibility & Non-Eligibility for Ohio Residency and Tuition Purposes” for additional Visa information and requirements.
8. How long is residency in effect once approved?
  - a. If a student qualifies for residency under a provision that is not temporary, a student’s residency will not change unless we are notified they are no longer a residence of the state when a student applies for readmission or if the student applies to a new program after graduating.
9. Can I use a 529 Plan to pay towards the cost of tuition and still be considered financially independent?
  - a. The use of funds from a 529 Plan do not automatically disqualify you from being considered financially independent. The committee may request statements from the account showing that the student is the account holder. The committee will review that documentation along with all other documentation provided before making an overall determination on the student’s residency application.

### **Visa Eligibility & Non-Eligibility for Ohio Residency and Tuition Purposes**

To be eligible, the immigration documentation that you provide must be current.

<b>Eligible Visa Types</b>	<b>Non-Eligible Visa Types</b>
Permanent Resident Alien	B; B-1, B-2, BW
Political Asylee	F; F-1, F-2*
Political Refugee	J; J-1, J-2*
A; A-1, A-2, A-3	K; K-1, K-2*, K-3, K-4*
E; E-1, E-2, E-3	M; M-1, M-2*
G; G-1, G-2, G-3, G-4, G-5	
H; H1-B, H1-C, H2-A, H2-B, H-3, H-4*	
I	
L; L-1A, L-1B, L-2*	
O; O-1, O-2, O-3*	
P; P-1, P-2, P-3, P-4*	
R; R-1, R-2*	
TC	
TD	
TN	
U; U-1, U-2, U-3*, U-4	
V; V-1, V-2*, V-3*	

\*This indicates a dependent visa status

**F-1 Visa** - Generally, independent students holding F-1 visas are not eligible to be considered Ohio residents for tuition purposes. However, if a student with an F-1 visa also has an application for permanent residence (1-485 application) pending with United States Citizenship and Immigration Services (USCIS), the student may be eligible to have their tuition charged at the resident tuition rate. Persons with the Visa type F-1 may also show dependency on a parent or spouse who has an H-1 visa type or meets all of the following conditions: is a U.S. citizen, an Ohio resident and filing as an Ohio resident for tax purposes to be considered eligible for in-state residency. Proof of eligibility from parent or spouse may be requested at any time during the application process.

A dependent student must also hold an eligible visa status. If a student currently holds an ineligible visa (i.e. F-1), but has paid to adjust his or her visa status through the Department of Homeland Security, and once processed will have an eligible visa status, he or she must submit a receipt from USCIS of their pending application and it must be valid. No expired documentation, without an additional valid date stamp from USCIS, will be accepted.

If you have received approval for Deferred Action for Childhood Arrivals (DACA) status, under the U.S. Citizenship and Immigration Services' discretion may apply to have the non-resident fees from their tuition removed as long as all other residency requirements are met. To be considered for in-state tuition, applicants with DACA status should submit the application with supporting documentation, and the following items:

1. Copy of unexpired USCIS I-797 receipt notice showing approval has been granted
2. Employment Authorization Card
3. Ohio Driver's License or Ohio Identification card