

**Truman State University**  
**Application for Classification as a Missouri Resident**

Please review the Missouri State “Policy on Residency for Fee Purposes” prior to completing this application. This application must be submitted to the Office of the Registrar prior to the start of the semester for which you are applying for a change in classification to a Missouri Resident.

**Section 1: Your demographic information**

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Name: \_\_\_\_\_ Student Id Number: 000-\_\_\_\_\_

Current address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email address: \_\_\_\_\_ Telephone number: \_\_\_\_\_

Date of birth: \_\_\_\_\_ Marital Status  Single  Married

Are you a US Citizen  Yes  No If no, are you a permanent resident?  Yes  No If yes, attach a copy of the front and back of your alien registration receipt card. If no, please read the state guidelines for Non-citizens of the United States and contact the Office of the Registrar prior to completing the remainder of the form.

Semester for which you are requesting classification as a resident:  Fall  Spring  Summer Year: \_\_\_\_\_

**Section 2: Your status. Please check the category below that applies to you. Check only one.**

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- Adult student. Check this category only if you will be 21 years of age or older as of the beginning of the semester for which you are applying for residency **and** you are classified as an independent student by the federal government for financial aid purposes.
- Emancipated minor student. Check this category only if you will be under 21 years of age when the semester for which you are applying for residency begins and you have become emancipated from your parents or guardian through marriage, formal court action, abandonment, or positive action of alienation on your part. **You must provide documentation of your eligibility for this classification (e.g., court order, marriage license).**
- Unemancipated minor student. Check this category if you're under 21 and not married and either of your parents claim you as a dependent for income tax purposes or provide you with substantial financial support.

**Section 3: The basis on which you believe you qualify for classification as a Missouri Resident.**

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You will qualify for classification as a Missouri resident if:

- You are an adult or emancipated minor and either you or your spouse (if you are married) meets one of the following three criteria; or
- You are an unemancipated minor and either of your parents or guardians meets one of the following three criteria.

Please check the criteria under which you, your spouse, or your parents will qualify. **Check only one.**

- Criterion 1: Residence within the state of Missouri for 12 consecutive months prior to the start of the semester for which you are applying for residence and sufficient proof of intent to make the State of Missouri a permanent home for an indefinite period. Note: you typically will not qualify under this criterion if your primary purpose for being in Missouri is to attend college.
- Criterion 2: Residence within the state of Missouri for purposes of retirement, full-time employment, professional practice, or to conduct business full-time. To qualify under this criterion, you must document that you, your spouse, or your parent(s) (if you are an unemancipated minor) are currently residing in Missouri for one of these purposes.
- Criterion 3: Military personnel who are stationed within the State of Missouri pursuant to military orders or military personnel who are stationed elsewhere for whom Missouri is the home of record.

Please also check one of the following to indicate who meets the criterion you checked above. ***Check only one***

- I am an adult or emancipated minor and I meet the criterion checked above. You must provide documentation listed in section 4 for yourself.
- I am married and my spouse meets the criterion checked above and I do not. You must provide the documentation listed in section 4 for your spouse and provide a copy of your marriage license.
- I am an unemancipated minor and my parent(s) or guardian meet the criterion checked above. You must provide documentation listed in section 4 for your parents or for one of your parents if your parents are divorced or legally separated. (If your parents are divorced and you did not attend high school in the state of Missouri, you must provide evidence that the parent who resides in Missouri is legally obligated to provide for your support and contribute to your educational expenditures.)

#### **Section 4: Documentation**

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Please provide copies of the relevant documents for the criterion you checked in section 3. The documentation should be for yourself, your spouse, or your parents based on the option you checked in the second part of section 3. Do not provide original documents. Note: the rules adopted by the Coordinating Board for Higher Education for the determination of student residence provide that the burden of establishing eligibility for Missouri resident status shall rest with the student. The rule also provides that the burden of proving emancipation shall rest with the minor student claiming emancipation.

##### Documentation for criterion 1

- Proof of residence within Missouri during the past 12 months (e.g., proof of purchase, utility bills, rent)
- Proof of employment in Missouri (e.g., letter from your employer verifying dates of employment or other proof of your reliance upon sources within Missouri for your financial support)
- Copy of Missouri driver's license or Missouri voter registration
- Any additional documentation you wish to provide to support your claim for residency and to document the intent to make Missouri a permanent home for an indefinite time.

##### Documentation for Criterion 2

- Proof of residence in Missouri for full-time employment in the form of a letter from your employer verifying full-time status and the effective date of employment; or proof of residence in Missouri for purpose of retirement (e.g., a letter from your former employer verifying retirement) or proof of your residence in Missouri for the purpose of professional practice
- Copy of Missouri driver's license or Missouri voter registration
- Any additional documentation you wish to provide to support your claim for residency

##### Documentation for Criterion 3

- Copy of military orders assigning you to Missouri, including location and dates of assignment or copy of military documentation showing that Missouri is your home of record.

If you believe you should be classified as a Missouri resident but do not meet any of the criteria listed above, you are encouraged to provide a detailed letter of explanation and appropriate documentation.

#### **Section 4: Verification of Information by Applicant**

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I affirm/attest that the information and documentation I am providing is true and accurate to the best of my knowledge and that no pertinent information has been withheld or concealed.

\_\_\_\_\_  
Signature:

\_\_\_\_\_  
Date

**Do not write below this line**

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Date received: \_\_\_\_\_ Decision: \_\_\_\_\_ Term effective: \_\_\_\_\_