

Office of the University Registrar 1009 Alfred B. Rollins, Jr. Hall Norfolk, VA 23529

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DEADLINE:	
Date Received _	
	(office use)

PARENT OR LEGAL GUARDIAN Supplemental Application for Virginia Instate Rates

The purpose of this supplemental application is to determine a **student's eligibility** to receive instate tuition benefits. Before completing the application you should read §23.1-500-510 of the Code of Virginia to determine eligibility for instate tuition benefits. The statute and guidelines under which the university must operate are on reserve in the University Library. All forms are provided by the State Council of Higher Education for use by all public institutions of higher education in the state.

INSTRUCTIONS TO PARENT OR LEGAL GUARDIAN

Please complete this request for parent/guardian information to support a student's claim to Virginia domiciliary status. If the student will be claimed as a tax dependent or will be substantially supported by parent or guardian on the first day of the term in which he or she plans to enroll, the parent or legal guardian must complete this Supplementary Application for Virginia instate status. The parent or guardian who is supporting the student or upon whom the student is dependent must fill out this form. Without this information, it will be impossible to determine whether the student is eligible for instate tuition rates according to the domiciliary requirements set forth in §23.1-500—510of the Code of Virginia.

This form and all supporting documents must be returned within fourteen (14) days of the initial decision notification date. A decision will normally be reached within twenty-one (21) days of receipt. Supporting documents that should routinely accompany this appeal include copies of Virginia driver and vehicle licenses, Virginia voter registration, and Virginia income tax forms. Student applicants who are not U.S. citizens should also submit a copy of the visa.

In order to be eligible to receive instate tuition benefits, the parent/guardian upon whom the student is dependent must have been domiciled in Virginia continuously for at least one year immediately preceding the academic term for which instate tuition is sought. The student must also have the intent to remain in Virginia indefinitely.

Requests for Virginia domiciliary status will not be retroactively approved for previous terms.

Name of Applicant (Student)			Birth Date				
	Last, first, middle	- 0-"		en, family, other			
Univ	ersity ID Number (UIN)	Term: Li Fall	☐ Spring	☐ Summer	Year		
1.	Name of Parent or Legal Guardian						
2.	Phone Relationshi	p to Student					
3.	Parent/Guardian Address(es) (List your addresses for the past two years. List current address first.)						
	From/To (Month/Year) Street Address			City	. State, Zip		
4.	Are you a citizen of the United States? ☐ Yes	□ No					
	If you are not a U.S. citizen, please specify the typ						
	Date issued Expires	,					
5.	Have you been a legal domiciliary (permanent re	sident) of Virginia for the	past twelve n	nonths?			
	☐ Yes ☐ No If No, state of permanent residence						
6.	Will the student be claimed as a dependent on yo			or the tax year pri	or to the date for		
	which instate tuition rates are sought? ☐ Yes	□No					
7.	Will you provide over half of the student's finance	cial support for the year p	orior to the da	ate for which inst	ate tuition rates are		
	sought? ☐ Yes ☐ No						
	If Yes, in what form(s) will you provide this support	ort (e.g., tuition, books, h	ousing, cloth	ing, transportatio	on, medical and dental		
	care, etc.?)						
8.	If you are the student's guardian, is this by court	decree? ☐ Yes ☐ N	lo				
9.	Is either of the student's parents deceased?	☐ Mother ☐ Father	☐ Neither				
10.	The student's parents are:	Separated Divorce	ed 🗆 Othe	r			

11.	Parent/Guardian emplo Employer	oyment information for at Address	least one year prior to From/To (mo.		h instate tuition ra Hrs./Wk.	tes are sought: <i>Salary</i>		
12.	Did you file a Virginia st	ate income tax return for i	income earned during	the past two year	s? □ Yes □ No			
				, ,				
13.	Did you file a state income tax return with another state for income earned during the past two years? Yes No If Yes, years							
14.	What was your status v	when you filed your last st	ate income tax returr	n? 🗆 Resident 🗆 N	Ionresident 🏻 Did	notfile		
15.	Are you registered to ve							
	If Yes, in what city/cour	nty? In what s to vote (mo./yr.)?	tate?					
				voted (mo./yr.)? _	State			
16.		ginia driver's license? 🛘 Ye						
		issued (mo./yr.)?		voors2 🗆 Vos - 🗆 N	la.			
		s license from another state ed (mo./yr.)?			10			
17.		or vehicle? Yes No						
17.		tered? Registra		_				
	When will the current registration expire (mo./yr.)? In what state was the prior registration of this vehicle? What was the expiration date (mo./yr.)?							
18.		rty (land) in Virginia? 🛘 Ye						
		e it (mo./yr.)?		, _				
19.		ccount (city/state)		Date opened				
		avings account (city/state						
20.	If you have served in the	e military within the last fiv	ve years, please provi	de the following in	formation:			
	Date of entering Home of record on service entering	Changes in home of record (dates/states)	Duty station	Expected date of discharge	State currently claimed for tax purposes	State where you last paid tax on your military Income		
21.		n to remain in Virginia indefin o this question, please discus		ng to stay in or leave	Virginia.			
22.		er letter any further evidence of		s to Virginia that you b	pelieve should be con	sidered in		
		your domicile may affect the		financial aid, includii	ng aid that has alread	dy been disbursed. If		
youn	are questions, picase conta	act the office of Financial Alu.	•					
		he information I have provided is i -of-state fees will be charged j		at if I provide erroned	ous information in an	attempt to evade		
	Parent (mother/father)		l egal (Guardian		Date		