

FLORIDA RESIDENCY DECLARATION

Student Name: _____ SPC Student #: _____

Florida Statute requires that every applicant for admission to an institution of higher education shall be required to make a statement as to his or her length of residence in the state and, further, shall establish that his or her presence or, if the applicant is a dependent child, the presence of his or her parent or parents in the state currently is, and during the requisite 12-month qualifying period was, for the purpose of maintaining a bona fide domicile, rather than for the purpose of maintaining a mere temporary residence or abode incident to enrollment in an institution of higher education. (§1009.21, Florida Statutes) Other persons not meeting the 12-month legal residence requirement may be classified as Florida residents for tuition purposes only if they fall within one of the limited special categories authorized by the Florida Legislature and the State Board of Education. All other persons are ineligible for classification as a Florida resident for tuition purposes.

To qualify as a Florida resident for tuition purposes, you must be a U.S. citizen or a permanent resident alien, or a legal alien granted indefinite stay by the U.S. Immigration and Naturalization Service. Living in or attending school in Florida will not in itself establish legal residence. Students who depend on out-of-state parents for support are presumed to be legal residents of the same state as their parents. Residence in Florida must be for establishing a permanent home and not merely incident to enrollment at an institution of higher education. Documents supporting the establishment of legal residence must be dated, issued or filed 12 months before the first day of classes of the term for which a Florida resident classification is sought and must be valid during the immediate 12 months prior to that term.

TO BE COMPLETED BY THE STUDENT – Check the appropriate boxes:

	Y E S	N O
I am an independent person and have maintained legal residence in Florida for at least the last 12 consecutive months		
I am a dependent person and my parent or legal guardian has maintained legal residence in Florida for at least the last 12 consecutive months		
I am a dependent person who has resided for the last three years with an adult relative other than my parent or legal guardian and my relative has maintained legal residence in Florida for at least the last 12 consecutive months.		
I am married to a person who has maintained legal residence in Florida for at least the last 12 consecutive months. I have established legal residence and have made Florida my permanent home - copy of marriage certificate is required, plus one Primary document from the student to prove that Florida is the legal home.		
I was previously enrolled at a Florida public college/university and classified as a Florida resident for tuition purposes within the last 12 months – official copy of the transcript.		
I was previously enrolled at a Florida public college/university and classified as a Florida resident for tuition purposes within the last 12 months, but abandoned my Florida domicile and am now re-establishing Florida legal residence. If yes, provide a copy of the transcript and updated documents evidencing legal ties to Florida..		
According to the U.S. Immigration and Naturalization Service, I am a permanent resident alien or other legal alien granted indefinite stay. I have maintained domicile in Florida for at least the last 12 consecutive months - USCIS documentation required.		
I am a member of the armed services of the U.S. and am stationed in Florida on active military duty pursuant to military orders, or whose home of record is Florida; or I am the member's spouse or dependent child - copy of military orders DD2058 or military document showing home of record required.		
I am an active drilling member of an eligible Florida Army National Guard Unit - provide documentation.		
I am a full-time instructional or administrative employee of a Florida public school, community college or institution of higher education; or I am the employee's spouse or dependent child - copy of employment verification required.		
I am part of the Latin American/Caribbean scholarship program - copy of scholarship papers is required.		
I am a qualified beneficiary under the terms of the Florida Pre-Paid Postsecondary Expense Program. (§240.551, Florida Statutes) - copy of card required.		
I am living on the Isthmus of Panama and have completed 12 consecutive months of college work at the FSU Panama Canal Branch; or I am the student's spouse or dependent child.		
I am a full-time employee of a Florida state agency or political subdivision of the state whose student fees are paid by the state agency or political subdivision for the purposes of job-related law enforcement or corrections training.		
I am a full-time student participating in a linkage institute. (§288.8175, Florida Statutes)		

Attach copies of documentation indicated above. Additional documentation (e.g., voter's registration, Florida driver's license or Florida ID, marriage certificate, tax returns, etc.) may be required by the college. All documentation is subject to verification, and evidence of continuing legal ties to another state may preclude classification to Florida resident for tuition purposes.

FLORIDA RESIDENCY CLASSIFICATIONS

Please choose one Classification

STAND ALONE DOCUMENTS

If any of the statutory exceptions below describes you, you qualify as a resident for tuition purposes without having to prove physical residency in Florida for the last 12 months. It does not matter if you are dependent or independent if you are claiming a statutory exception.

- Florida Prepaid Card
- Official Transcript from a FL public college showing classification as FL RESIDENT and attendance within last 12 months
- Transient Form from a FL public college showing classification as FL RESIDENT and attendance within last 12 months
- Military orders showing Active Duty stationed in FL, or other military document (Leave and Earning Statement-LES) stating Florida as the Home of Record (Spouse/child – need military ID card). Also, active drilling member of FL National Guard – member only
- Ward of the courts or under DCF protection (need DCF form)
- Full-time instructional/administrative employee in a FL public school (includes spouse/child)
- Full-time employee of FL Law Enforcement State Agency whose corrections training course fees are being paid by the agency

INDEPENDENT STUDENT INFORMATION

If any of the qualifiers below describe your situation, you are considered an **Independent Student**.

You will complete the **Residency Documents page** by providing **your documents**.

- I am over the age of 24 or I will be by the time I first enroll at SPC.
- I am under the age of 24 but I can document that I made at least **\$10,196** for the last tax year, AND I claimed myself as a dependent, or no other person claimed me as a dependent for tax purposes. **Provide a copy of last year's tax return.**
- I am under the age of 24 but I am married. **Provide a copy of marriage certificate.**
- I am under the age of 24 but I have others who receive more than half of their support from me. **Provide your last year's tax return showing names and relationship of dependents.**
- I am under the age of 24 but I have been discharged from the military. **Provide copies of your discharge orders.**
- I am under the age of 24 but I was a ward or dependent of the courts before I reached the age of 18. **Provide form(s) from DCF or court documents.**
- I have been classified as Independent by SPC Financial Assistance Services. **Verified by SPC staff.**

DEPENDENT STUDENT INFORMATION

If any of the qualifiers below describe your situation, you are considered a **Dependent Student**.

Your **Parent/Guardian** will complete the **Residency Documents page** by providing **your parent/guardian's documents**.

- I am under the age of 24 and my parent or legal guardian claim me as a dependent for income tax purposes.
- I am under the age of 24 but have lived continuously with an adult relative other than my parent for at least three years.
 - Provide documents proving 12 months physical residency of relative, and that you lived with them for three years.
- I am under the age of 24 and my guardian or person acting in a parental relationship claims me as a dependent for income tax purposes.
 - Provide documents proving 12 months physical residency of guardian or parental relation and three years of tax transcripts/returns.

Independent/Dependent Student Information	Dependent Student Parent/Guardian/Spouse Information
Student Name	Parent/Guardian/Spouse Name:
SPC ID Number	Parent/Guardian/Spouse Date of Birth:
Student Date of Birth	Parent/Guardian/Spouse SSN:
VISA status or Alien Registration Number (if applicable):	Parent/Guardian/Spouse VISA status or Alien Registration Number (if applicable):
Relationship to Student: <input type="checkbox"/> Parent <input type="checkbox"/> Spouse <input type="checkbox"/> Legal Guardian <input type="checkbox"/> Other:	

PROOF OF RESIDENCY - To be completed by the **claimant providing proof of residency**.

The burden of providing clear and convincing proof rests with the student.

The Residency Declaration and all supporting documents is required to be **submitted prior to the start of the first term of enrollment.**

At least **two** of the following documents **must be submitted** that are dated, issued or filed 12 months before the first day of classes and be currently valid for the 12 consecutive months prior to enrollment.

At least one of the documents must be a Primary document.

Primary Documents - At least one of the two documents submitted must be from this list:

- A Florida voter's registration card - County: _____ Number: _____ Issue date: _____
- A Florida Driver's License/Florida ID card - Number: _____ Issue date: _____
- A Florida vehicle registration - VIN, Title, or Tag number: _____ Issue date: _____
- Proof of a permanent home in Florida occupied as a primary residence by the individual - Provide proof of a homestead exemption in Florida.
- Proof of permanent full-time employment in Florida for at least 30 hours per week for the most recent and consecutive 12-month period - Provide Employment Verification on company letterhead.
- Dependent Student only - Transcripts from a Florida high school with the Parent/Guardian on the official transcript showing:
 - 2 or more years of enrollment in a FL high school within the last 12 months
 - Diploma earned within the last 12 months
- Property Lease - Provide Florida property leases showing multiple years or multiple leases for Florida properties.
- Veteran honorably discharged for one year or less - Provide discharge papers showing Florida as home of record as one document.
- Spouse of a Florida resident - Provide two proofs of spouse's residency, marriage certificate, and one Primary document from student.

Secondary Documents - May only be used with a valid document from the Primary list.

Provide copies of the appropriate documents.

- Rental agreement/lease – with 12 months proof of payments
- Utility bills with 12 months proof of payments
- Professional/occupational license of Florida
- Florida incorporation/business
- FL agency or public assistance program showing 12 months of benefit history
- Declaration of Domicile dated one year prior

STUDENT AFFIRMATION/ACKNOWLEDGEMENT

- I do hereby swear or affirm that I meet all requirements indicated in the checked category above for classification as a Florida resident for tuition purposes.
- I understand that a false statement in this document will subject me to penalties for making a false statement pursuant to §837.06, Florida Statutes, and shall entitle the college to not admit the student, or upon later discovery, to deny further registration and invalidate college credit and/or a degree based on such credit.

_____ **Date:** _____
Signature of Student

_____ **Date:** _____
Signature of Parent/Guardian of Dependent Student

NON-FLORIDA RESIDENTS ONLY

I acknowledge that **I do not qualify as a Florida resident for tuition purposes** for the term for which this application is being submitted, and that if I should qualify for some future term, it will be necessary for me to file the required documentation before the beginning of the term to be considered for Florida residency classification.

I understand that reclassification of residency for tuition purposes, after enrollment as a non-resident, involves a stricter standard of scrutiny and will require a minimum of three valid documents for this purpose.

Student Signature if applicable: _____ **Date:** _____

This form may be:

faxed to 727-341-7143

emailed as an attachment to: residencydocuments@spcollege.edu

submitted at your nearest campus

In compliance with Florida Statute 119.071(5), this document serves to notify you of the purpose for the collection, release and usage of your Social Security Number (SSN). Pursuant to Florida Statute, 119.971(5)(a)2.a., St. Petersburg College collects and uses your SSN only for the following purposes in performance of the college's duties and responsibilities, including compliance with federal and state statutes related to employment, financial and academic assistance, inter-institutional articulation or transfer, and for actions imperative to the performance of St. Petersburg College's duties and responsibilities as prescribed by law. To protect your identity, St. Petersburg College will secure your SSN from unauthorized access; strictly prohibit the release of your SSN to unauthorized parties contrary to state and federal law; and assign you a unique student/employee identification number. For more information, visit www.spcollege.edu/ssn.

The Board of Trustees of St. Petersburg College affirms its equal opportunity policy in accordance with the provisions of the Florida Educational Equity Act and all other relevant state and federal laws, rules and regulations. The college will not discriminate on the basis of race, color, ethnicity, religion, sex, age, national origin, marital status, pregnancy, sexual orientation, gender identity, genetic information, or against any qualified individual with disabilities in its employment practices or in the admission and treatment of students. Recognizing that sexual harassment constitutes discrimination on the basis of sex and violates this Rule, the college will not tolerate such conduct. Should you experience such behavior, please contact Pamela Smith, the director of EA/EO/Title IX Coordinator at [727-341-3261](tel:727-341-3261); by mail at P.O. Box 13489, St. Petersburg, FL 33733-3489; or by email at eao_director@spcollege.edu. [View Equity Report.](#)