

MICHIGAN STATE UNIVERSITY

Application for Classification to In-State Fee Status

This application is for students requesting in-state fee classification for tuition purposes. Application and supporting documents should be submitted at least one month prior to the semester of reclassification.

STUDENT INFORMATION

Last Name	First Name	M.I.			
Current Address				Apartment #	
City	State	ZIP			
How long at current address					
Phone	E-mail Address				
Date of Birth	Student PID				
Are you a U.S. Citizen?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you a Permanent Resident?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
If you are neither a U.S. Citizen nor a Permanent Resident Alien, do you hold a VISA?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, Indicate your VISA status:		

Requesting in-state classification effective (indicate only one semester)	Year	Fall <input type="checkbox"/>	Spring <input type="checkbox"/>	Summer <input type="checkbox"/>
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Requesting in-state classification under which provision? Read through the regulations to determine www.reg.msu.edu/ROInfo/Notices/Residency.aspx	<input type="checkbox"/> 1. Establishing Eligibility Through Domicile <input type="checkbox"/> 2. Establishing Eligibility through High School Attendance and Graduation <input type="checkbox"/> 3. Other: _____				
Have you previously submitted an application for in-state classification?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, for what term and year?		
Has a parent, sibling, or spouse ever applied for in-state classification?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, provide name		

Are you or your spouse (if applicable):			
	Serving on active duty in the U.S. Uniformed Services?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
	Serving in the guard or reserves in one of those reserve components?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
	Have you received an honorable discharge from the U.S. Uniformed Services or reserve components?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
Are you a dependent of a service member?		YES <input type="checkbox"/>	NO <input type="checkbox"/>

List high schools, secondary schools, technical schools, and all colleges and universities you have attended or are attending. Give the dates of attendance at each school and the name of the diplomas, certificates and degrees received from each:					
Institution	City/State	Dates attended		Graduation	
		From	To	Degree name	Date Earned

PARENT INFORMATION – This section must be completed by:

1. Dependent students applying to establish Michigan domicile;
2. Dependent students of active duty military or veterans; or
3. As requested by the Office of the Registrar.

Father's Name		Mother's Name	
Marital status of parents relative to each other	Married <input type="checkbox"/>	Not Married <input type="checkbox"/>	Divorced <input type="checkbox"/> _____ <input type="checkbox"/>
Current address where parent physically resides (indicate effective date of address – month/year)			
Father		Mother	
From	To	From	To
Employer		Employer	
Employer Address		Employer Address	
Job Title		Job Title	

SPOUSE INFORMATION (if applicable)

Name		Date of Marriage	
Employer			
Employer Address			
Job Title			
Start Date	Full-time	Part-time	
Student	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, Institution:

REGULATIONS

An application for In-State Tuition Status will be decided according to Michigan State University's Regulations for Qualifying for In-State Tuition (Regulations), www.reg.msu.edu/ROInfo/Notices/Residency.aspx.

STATEMENT OF EXPLANATION

Provide a written statement explaining how you meet the criteria for in-state tuition status under these Regulations.

REQUIRED DOCUMENTATION

The following documents must be included with this application:

1. Your completed application;
2. Your written statement; and
3. A copy of your driver's license.

If you are requesting in-state status based on your residence in Michigan, or if you are a dependent student who is establishing domicile through your parents or a parent, you must also provide:

1. A copy of the Michigan lease agreement, mortgage, property deed, or property title;
2. A copy of your parent's driver's license if you are a dependent student; and
3. Copies of the first, second, and signature pages of the most recent year's federal and state income tax returns (forms US 1040 and MI-1040) with all accompanying W2s (Schedules C and E, if self-employed).

If you are requesting in-state status based on the permanent, full-time employment in Michigan of yourself, a parent, or a spouse, you must also provide:

1. A letter from the employer on letterhead that provides the employer's physical address; and
2. A copy of the most recent pay stub showing withheld Michigan taxes.

The student will be notified by email if additional documentation and/or information is required.

The application and documentation may be mailed, emailed, faxed, or delivered to the following office at least thirty (30) days before the start of the semester for which in-state tuition status is sought. The average processing time is two (2) to four (4) weeks after all documents have been received. In-state status applies only to entire semesters. You will not be granted in-state status for part of a semester. The application and documentation will not be returned. Please keep a copy for your records.

Michigan State University
Office of the Registrar
Hannah Administration Building
426 Auditorium Road, Room 150
East Lansing, MI 48824
Email: feeclass@msu.edu

The application will be given to a Review Committee comprised of at least three (3) members, including the University Registrar. In cases where the documentation appears to be unclear or incomplete, a member of the Review Committee will attempt to contact you and explain the need for further clarification and/or supporting documentation. The contact information provided on this application will be used to contact you. An application that contains incomplete or inaccurate information, or without the documentation required above, could result in delayed processing or denial.

ACKNOWLEDGEMENT

Under Article 5.01 of the University's General Student Regulations, "No student shall knowingly provide false information to any office, agency, or individual acting on behalf of the University." A violation of this regulation may result in a complaint against you that will be adjudicated in the University's internal judicial system.

I hereby certify that the information contained in this request is true and correct to the best of my knowledge.

Signature of Student _____ Date _____