

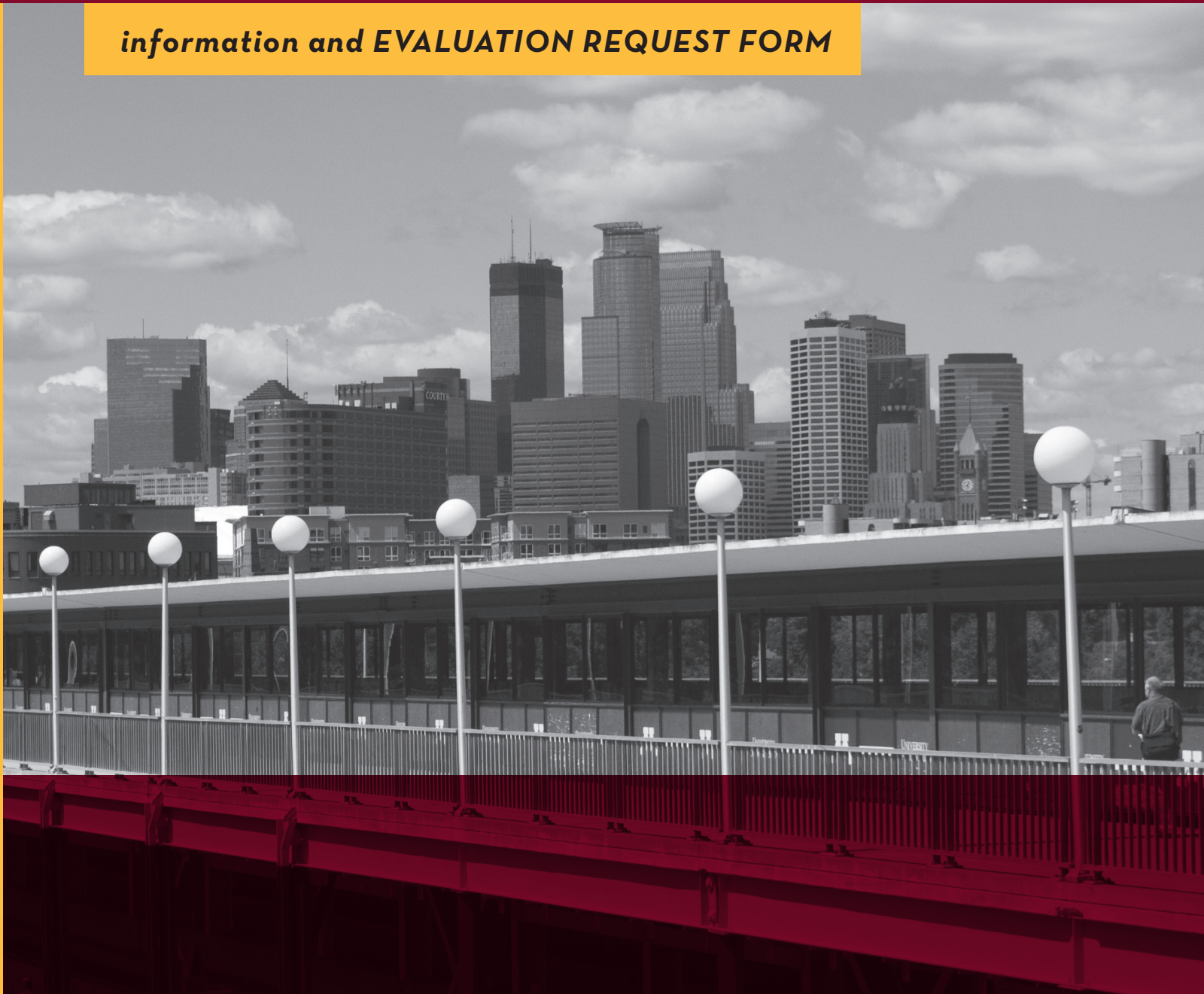


UNIVERSITY OF MINNESOTA

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RESIDENCY, RECIPROcity, AND TUITION EXEMPTION

information and EVALUATION REQUEST FORM



RESIDENCY, RECIPROCITY, AND TUITION EXEMPTIONS

The University of Minnesota is a state land grant institution supported by legislative funds derived from state of Minnesota tax revenue. As a state tax-supported institution, the University (with some exceptions) gives preference in admission and tuition to residents of the state of Minnesota—that is, to students whose circumstances conform to the University’s **Basic Definition of Resident Status** below.

The University must establish the residency status of each of its students when they are first admitted, because a student’s residency status determines not just the appropriate tuition rate, but also the student’s eligibility for certain financial aid programs (e.g., the Minnesota State Grant Program for undergraduate students).

The University’s definition of the term “resident” may be different from the definitions developed by other, non-University, agencies. The University does not recognize declarations of resident status made by other agencies. Thus a person who is a Minnesota resident for tax or voting purposes, for example, is not necessarily a resident for University of Minnesota tuition and admission purposes. The University’s definition of resident status applies both to payment of tuition and admission to University of Minnesota colleges. NOTE: Residency decisions for tuition take effect at the beginning of the semester for which residency status is granted. Residency for admission priority (i.e., for professional colleges) is the residency status in effect at the time of the admissions application deadline.

Tuition Exemptions. Some nonresident students may qualify for exemption from the nonresident portion of tuition even if they do not qualify for resident status according to the definition below. These students, though not technically Minnesota residents by University definition, still may be eligible to pay resident rates because they meet certain other qualifications as members of exempt groups. (They still must meet nonresident admission standards.) Some, but not all, such exemptions are administered by the Resident Classification Office. See **Exemptions to Nonresident Classification** on the following pages.

Other students, regardless of resident status, may be eligible for special tuition exemptions such as tuition scholarships, free tuition, and reduced tuition. The scholarships and other tuition exemptions described in this brochure are not administered by the Office of Student Finance, which administers most forms of student aid at the University. Eligibility is generally based not on academic merit or financial need but on special conditions and circumstances such as full-time University employment. Most such exemptions are administered by the student’s college of enrollment or employing department (not by the Resident Classification Office), and recipients need not apply for resident status. Tuition adjustments are entered on the fee statement at the time of registration. See **Other Tuition Benefits**.

This student guide has been written in nontechnical terms wherever possible. However, if questions of interpretation arise as a result of the attempt to make the residency process easy to understand, University of Minnesota policies and regulations must remain the final authority.

University Residence Regulations and Review Procedures

BASIC DEFINITION OF RESIDENT STATUS

Resident status is granted to students who:

- Are permanently residing in Minnesota; and
- Have been continuously present in the state of Minnesota for at least one calendar year prior to the first day of class attendance at the University. During that one year period, the student must not have attended any other Minnesota post-secondary educational institutions.

INTERPRETATIONS

The University of Minnesota reserves the right to interpret the basic definition of resident status as it applies to individual students.

Students from Other States. If a student from another state moves to Minnesota and attends a post-secondary institution within the first calendar year before attending the University, that student shall be classified as a nonresident and will remain a nonresident throughout his or her presence as a student. The nonresident classification will not change for a student who moved to Minnesota for the primary purpose of attending a post-secondary institution. After the first year, the classification may change for a student who establishes that his or her purpose in moving to Minnesota was not primarily to

attend school but rather that he or she moved to Minnesota with the intent to remain in Minnesota as a permanent resident. Look at the section **Supporting Evidence** on the next page for more information.

Spouses and Common Households. Marital status and common household relationships may support an application for resident status but *do not in and of themselves* meet the **Basic Definition of Resident Status**.

Immigrants. Students who are not United States citizens may be considered for resident status *if they hold a valid immigrant visa*. Immigrant status is granted to persons holding immigrant visas issued by the U.S. Citizenship and Immigration Services (USCIS). Immigrant visas include the Permanent Resident Visa (green card holder), Refugee Visa, and Political Asylum Visa. Interim documents issued by USCIS will not prove immigrant status.

Students who have received one of these immigrant visas from the U.S. Citizenship and Immigration Services must also meet the criteria for establishing resident status at the University of Minnesota. *Permanent Resident Visa status does not automatically grant resident status at the University.*

Nonimmigrants. Nonimmigrants residing in this country or state under a temporary visa that bars them from establishing domicile in the U.S. (visas B, F, H [H4 visa holders who have graduated from a Minnesota high school should contact the Resident Classification Office on campus about their resident status.], J, O, and M) shall be classified as *nonresidents*. Nonimmigrants holding a valid temporary visa that does not bar them from establishing domicile in the U.S. (visas A, E, G, I or L) may be considered for residency, *assuming they otherwise meet the Basic Definition of Resident Status*.

Dependent Students. Dependent students are those who are receiving 50 percent or more of their total support from parent(s) or legal guardian(s) and are claimed as tax dependents on their parents' or guardians' federal tax return. *Dependent students acquire the resident status of their parents or guardians.* In some cases parents may relinquish that relationship in favor of a "natural" guardian, such as a grandparent or sibling with whom the student may reside and receive benefits of room and board. If either the parents or designated guardians meet the Basic Definition of Resident Status, dependent students will similarly be classified as Minnesota residents.

If a Minnesota resident parent or guardian of a dependent student moves his or her residence to another state, the dependent student remains eligible for resident status for at least one year thereafter.

Temporary Absences. A Minnesota resident may be absent from the state and retain Minnesota resident status *provided he or she is enrolled in a full-time accredited post-secondary institution or is on active military duty with Minnesota as the home of record and has not established resident status in any other state or District of Columbia.*

Minnesota residents who leave the state for other reasons may be gone *up to one calendar year* without jeopardizing their resident status. Temporary absences lasting longer than one year will result in the loss of resident status unless there are extenuating circumstances or extraordinary efforts have been made to maintain Minnesota residency during the absence. Students under contract with federal agencies—e.g., VISTA and Peace Corps—and students affiliated with missionary organizations must return to Minnesota every two years and fulfill appropriate criteria listed under **Supporting Evidence**.

Supporting Evidence. Actions such as the following may help to support an application for resident status insofar as they apply to the **Basic Definition of Resident Status**: maintaining a permanent address in Minnesota; listing Minnesota as the military home of record; registering to vote or voting by absentee ballot in Minnesota; maintaining Minnesota automobile registration; owning property in Minnesota and paying state property tax; filing a Minnesota tax return; and remaining in Minnesota during the summer. Such actions are considered to indicate an applicant's intention to remain in Minnesota as a permanent resident. *They are not, however, sufficient in and of themselves to establish residency.*

HOW TO REQUEST EVALUATION FOR RESIDENT CLASSIFICATION

If you apply for admission to a college of the University, your application is initially screened for residency status by the Office of Admissions. An out-of-state history, including transfer coursework, graduation from a non-Minnesota high school, and out-of-state work experience, may result in an initial finding of nonresident status. The Office of Admissions or a college office can send you a Resident Classification Evaluation Request form, or you can obtain one in the Resident Classification Office on campus. The University encourages you to submit a Resident Classification Evaluation Request form if you believe that you meet minimum requirements. (See **Basic Definition of Resident Status** on page 1.)

You *should* submit the Resident Classification Evaluation Request form *prior* to the semester for which you seek status. You *must* submit the Evaluation Request form by no later than May 1 of the same academic year in which you seek resident status; resident status will be applied retroactively only to fall semester of the same academic year in which you make the request. If you are a financial aid recipient, your financial aid may need to be adjusted. If you are granted residency retroactively, you may be eligible for a refund of the nonresident portion of tuition you have paid, retroactive to the first semester of eligibility, up to a maximum of one academic year's tuition.

When appropriate, you should provide copies of the following documents (which will be filed with your application):

- a letter from your supporting parent or guardian declaring his or her relationship to you, indicating how long the parent or guardian has lived in Minnesota, stating whether he or she is providing 50 percent or more of your total support and is claiming you as a federal tax dependent, and indicating whether he or she owns property in Minnesota;
- a copy of your Minnesota driver's license or state I.D.;
- a copy of your last Minnesota tax return;
- a letter from your employer or sponsor with dates of employment and hours worked;
- a copy of a property tax statement for property owned in Minnesota;
- a copy of your DD 214 from the Department of Defense;
- a copy of your military dependent I.D.;
- a copy of your Minnesota voter's registration;
- copies of both sides of your visa;
- copies of necessary legal documents pertaining to guardianship.

It is illegal (by United States Federal Law) to photocopy citizenship documents. If you were not born in the United States and have become a naturalized citizen, you must present your citizenship papers to the Office of Admissions or Resident Classification Office on campus. The Resident Classification Office will notify you by mail of the determination of residence.



APPEALS

If you have submitted a Resident Classification Evaluation Request form and have been denied resident status, you may appeal. To appeal a nonresident classification that you believe to be incorrect, you must submit your complete appeal by June 1 of that same academic year (i.e., by the close of the academic year for which you sought resident classification).

You may appeal a negative administrative decision simply by obtaining and completing a Resident Classification Appeals Form. The Resident Classification Review Board, consisting of faculty and/or administrative staff, will review all the facts and circumstances and any statements or evidence that you as an appellant would like to present. If this review board determines that the nonresident classification was not appropriate, you will receive a refund for the appropriate period and amount of overpayment, if any.

If the board determines on appeal that the nonresident classification was appropriate, the initial decision will stand. If you wish to ask the board for reconsideration of its ruling, you normally will have to wait until the following academic year. The board will not schedule a second hearing during the same academic year as the first unless there has been a significant change in your circumstances.

EXEMPTIONS TO NONRESIDENT CLASSIFICATION

If you are not eligible for resident classification you still may be eligible for an exemption from the nonresident portion of tuition. You will be classified as a nonresident and must meet nonresident standards for admission to University of Minnesota colleges. You may, however, be able to pay resident or reciprocity tuition rates.

RECIPROCITY/UNDERGRADUATE EXCHANGE

The University has reciprocity agreements with Wisconsin, North Dakota, South Dakota, and Manitoba. If you are a resident of any of these states or province, you may qualify for reciprocity tuition at the University, which is comparable to resident tuition. You also may qualify for priority admission to some selective programs, although normally reciprocity benefits apply to tuition only, not admission.

Before proceeding, you should verify application requirements by contacting the Resident Classification Office on campus or by writing or calling the appropriate office in your home state. (See the directory of offices on w 6 of this brochure. If you are a Manitoba resident, please contact the Office of Admissions.) *Timely application is important. You should apply for reciprocity prior to your first semester of enrollment at the University.* If you do not apply in a timely manner, you may be ineligible or may have to defer eligibility until a later semester; if you pay tuition after the due date because of late application, you may be charged a late payment fee.

NONRESIDENT TUITION WAIVERS ADMINISTERED BY THE RESIDENT CLASSIFICATION OFFICE

Members of all qualifying groups below must file a Resident Classification Evaluation Request form in the Resident Classification Office on the Twin Cities campus or in the Admissions Office at any of the other campuses.

Nonresident Tuition Waiver for Permanent U.S. Residents of Migrant Background Employed in Seasonal Agricultural Labor in Minnesota. Permanent residents of the U.S. who (and/or whose parents or legal guardians) are of migrant background and who have been employed in seasonal agricultural labor in Minnesota for a cumulative period of not less than one year in the past five years are eligible to pay resident tuition.

Nonresident Tuition Waiver for Full-time Faculty Members at Accredited Minnesota Colleges. Full-time faculty members at accredited Minnesota colleges qualify for resident tuition. To receive the benefit, you must submit verification of employment from your home college to the residency office on your campus.

Nonresident Tuition Waiver for U.S. Citizens Employed by the Federal Government. Any U.S. citizen or legal dependent/ward of a U.S. citizen employed by the federal government and stationed outside the continental U.S. may pay resident tuition, provided he or she does not claim legal residence in any other state or District of Columbia.

Nonresident Tuition Waiver for Accredited Foreign Diplomatic Officials. If you are an accredited foreign diplomatic official or immediate family member, submit embassy documentation to the Resident Classification Office.

Nonresident Tuition for Students Enrolled in East Asian Languages from Associated Colleges of Hamline, Augsburg, Macalaster, St. Thomas, St. Catherine. To qualify, you must submit documentation from your home college to the Resident Classification Office.

Nonresident Tuition Waiver for Graduates of Minnesota High Schools. U.S. citizens or permanent resident green card holders or eligible visa holders (see p. 1) who have graduated from Minnesota high schools within two calendar years prior to the first day of class attendance at the University of Minnesota are eligible to pay resident tuition.

Nonresident Tuition Waiver for Students Whose Tuition is Paid by the State of Minnesota. If your tuition is paid by the State of Minnesota, you are eligible to pay resident tuition. To qualify, you must submit verification of employment and documentation from the state of Minnesota to the Resident Classification Office.

NONRESIDENT WAIVERS FOR VETERANS AND MILITARY FAMILIES

Nonresident Tuition Waiver for Military Personnel on Active Duty in Minnesota. U.S. military personnel serving on active duty assignment in Minnesota may pay resident tuition. Military Personnel and immediate family members must present duty orders and/or military dependent I.D. to the residency office in order to qualify for the exemption.

Nonresident Tuition Waiver for Veterans Attending the University of Minnesota. Veterans attending the University of Minnesota will be assessed resident tuition rates for their undergraduate, graduate and professional degrees. The resident tuition waiver will be automatic for veterans receiving educational benefits. Veterans who qualify for this benefit can visit University of Minnesota Veterans Services for more information.



The term veteran is defined in statute 197.447 as follows: The word “veteran” as used in Minnesota Statutes, except in sections 136FE:28, 196.21, and 243.251, means a citizen of the United States after having served on active duty for 181 consecutive days or by reason of disability incurred while serving on active duty, or who has met the minimum of active duty requirements as defined by Code of Federal Regulations, title 28, section 3.12a, or who has active military service certified under section 401, Public Law 95-202. The active military service must be certified by the United States Secretary of Defense as active military service and a discharge under honorable conditions must be issued by the Secretary.

Nonresident Tuition Waiver for Spouses and Dependents of Veterans. An individual using transferred benefits under the Post 9/11 GI Bill, who lives in Minnesota (regardless of his/her formal state of residence) and enrolls in school within 3 years of the transferor’s discharge from a period of active duty service of 90 days or more; or a spouse or child using benefits under the Marine Gunnery Sergeant John David Fry Scholarship who enrolls in school within three years of the Service member’s death in the line of duty following a period of active duty service of 90 days or more will pay resident tuition. Students who qualify for this benefit can visit University of Minnesota Veterans Services.

OTHER TUITION BENEFITS

Students who meet certain criteria may be eligible for free or resident-rate tuition. Eligibility for the following programs is not administered by the Resident Classification Office. Students in the following groups should submit documentation of eligibility to the One Stop Student Services Center at the time of course registration.

Waivers for Graduate and Professional Students

Nonresident Tuition Waiver for Graduate Assistants and Immediate Family Members. If you are enrolled in the Graduate School or in another post-baccalaureate degree program and hold at least a 25 percent time appointment as a teaching assistant, research assistant, or administrative fellow, you are eligible to pay resident tuition rates. This eligibility extends to members of your immediate family.

If you hold such an appointment, you should automatically be charged the resident tuition rate when your tuition benefit is processed. If, for some reason, you do not receive the resident rate credit, you should contact Graduate Assistant Employment Services, 200 Donhowe Building (612-624-7070); or the Graduate School on the Duluth campus (218-726-7523). If you want your spouse, or child to qualify for resident tuition rates, contact these same offices for information.

Nonresident Tuition Waiver for Graduate and Professional School Fellows/Trainees and Immediate Family Members. Graduate students and students in professional postbaccalaureate programs who hold fellowships or traineeships are eligible to pay resident tuition rates, provided the award is administered by the University and the stipend is at least equal to a 25% time graduate assistantship. This eligibility also extends to members of the immediate family (spouse, registered same-sex domestic partner, children, or legal wards living in household) upon request and verification of eligibility.

If your fellowship or traineeship has been processed, you should automatically be charged the resident tuition rate when you register. If, for some reason, you are charged the nonresident tuition rate when you register, you should contact the Graduate Fellowship Office on the Twin Cities campus, 321 Johnston Hall (612-625-7579); or the Graduate School at Duluth. If you want your, spouse, registered same-sex domestic partner, legal ward living in the household, or child to qualify for resident tuition rates, contact one of these same offices for more information.

Nonresident Tuition Waiver for Former Graduate Assistants, Trainees, and Fellows and Immediate Family Members. If you no longer hold a graduate assistantship, fellowship, or traineeship but have held qualifying appointments for two or more semesters, you and your immediate family members (spouse, registered same-sex domestic partner, children, or legal wards living in household) may still be eligible for up to four more semesters of resident tuition. Contact Graduate Assistant Employment Services in the Office of Human Resources (612-624-7070) on the Twin Cities campus or the Graduate School at Duluth for more information.

Nonresident Tuition Waiver for Dental Students from Montana. Dental students from Montana who are certified by the School of Dentistry pay resident tuition. To qualify, you must submit documentation from the School of Dentistry to the Student Services Center, 200 Fraser Hall, Minneapolis.

Academic Staff

Nonresident Tuition Waiver for Faculty, Academic and Administrative, Civil Service and Bargaining Unit Employees. Academic employees or fellows (and their immediate family members) who hold appointments in classes 93xx, 94xx, 96xx, 97xx, 9540, 9546, 9548, 9555, 9556, 9560, 9563, 9590, and 9591 must hold 75 percent appointments for the entire term of eligibility. Academic employees or fellows (and their immediate family members) who hold appointments in classes 9545 and 9558 must hold a minimum of a 25 percent appointment for the entire term of eligibility. They must also receive a salary equivalent to at least a 25 percent graduate assistant appointment at the current hourly salary range or work 195 per semester if on an hourly appointment. Civil service/Represented bargaining unit employees holding appointment in classes lxxx-8999 must hold a minimum of a 75 percent appointment for the entire term of eligibility.

To claim the resident tuition benefit for yourself or a member of your immediate family, you should have your employing department complete a *benefit certification or verification form*. You will need separate forms for yourself and for each qualifying family member and for each semester in which resident tuition is requested. Completed forms should be taken to the registration office on the appropriate campus.

Resident tuition privileges are available to appointees and their immediate family members only during semesters of qualifying appointment.



War Orphans. The War Orphan education benefit is administered by the Minnesota Department of Veterans Affairs. This benefit is state funded and can only be used by Minnesota Residents. For eligibility requirements, please contact the Minnesota Department of Veterans Affairs or visit www.mdva.state.mn.us.

Nonresident Tuition Waiver for Sea Grant Students. Students registered in the Sea Grant Program on the Duluth campus must submit documentation of program participation to the Student Service Center on that campus. Cities campus, 321 Johnston Hall (612-625-7579); or the Graduate School at Duluth. If you want your parent, spouse, or child to qualify for resident tuition rates, contact one of these same offices for more information.

Wards of the State of Minnesota. If you are a ward of the state of Minnesota, you may attend the University tuition free if you are in an undergraduate program and under the age of 21. If you start your program and do not finish by age 21 you can continue with the benefit as long as there is no interruption in your schooling. To qualify for this waiver you will need to submit a copy of the court papers terminating parental rights and appointing guardianship to the State of Minnesota. Please submit the documentation to One Stop Student Services Center on the appropriate campus.

Blind Students. You are eligible for a full tuition waiver if you are a Minnesota resident who is legally blind. Your vision must be no better than 20/200 or 20 degrees of visual field in the better eye for a full tuition waiver. Periodic exams will be required if blindness is temporary. You must also complete and submit a form, the Tuition Waiver/Assistance for Blind or Deaf Students, to a One Stop Student Services Center (for contact information, go to <http://onestop.umn.edu/onestop/services.html>). Your physician, ophthalmologist, or Disability Services specialist is required to complete a section of the form to document your disability. After approval, a waiver for the full amount of your tuition will be credited to your student account.

Deaf Students. To receive a partial tuition waiver based on deafness, you must be a Minnesota resident and have either a Federal Pell Grant or Minnesota State Grant for the term or terms the tuition waiver is awarded. You must also have a hearing loss of such severity that you are primarily dependent on visual communication, such as writing, lip reading, manual communication, and gestures. The tuition assistance will be for any tuition and fees amount that remains after grants (federal, state, or other public or private grants) made to you for educational purposes are deducted from tuition and fees charges. For that reason, you must submit a Free Application for Federal Student Aid (FAFSA) that applies to the enrollment period of the tuition assistance and receive either a Federal Pell Grant or Minnesota State Grant for the term. You must also complete and submit a form, the Tuition Waiver/Assistance for Blind or Deaf Students, to a One Stop Student Services Center (for contact information, go to <http://onestop.umn.edu/onestop/services.html>). Your physician or Disability Services specialist is required to complete a section of the form to document your disability. Tuition assistance is granted by the individual campus.

POW/MIA Dependents. Children of U.S. prisoners of war or persons missing in action may attend the University tuition free. To be eligible for the tuition waiver, you must submit documentation from the U.S. Department of Defense to the One Stop Student Services Center on the appropriate campus.

Native Americans Attending Morris. You may be awarded full tuition through the American Indian Land Grant Program if you are a University of Minnesota Morris student of at least one-quarter American Indian heritage. If you are eligible, apply to the Minority Student Program Office, 110 Old Music Hall, 320-589-2211, extension 6095.

Senior Citizen Education Program. If you are 62 or older and a Minnesota resident, you may audit courses free or take courses for credit at a significantly reduced rate whenever space is available after the first day of class. (Registration for students enrolling through the program is on the second day of class.) At the time of registration, you should be prepared to show identification verifying your age and Minnesota residency. Call 612-624-1111 for more information or contact One Stop Student Services Center on the appropriate campus.

SCHOLARSHIPS

The scholarships listed below are not administered by the Resident Classification Office, although for some of them you must be a Minnesota resident.

Minnesota Post-Secondary Enrollment Options Act.

Students enrolled in Minnesota high schools may be eligible to take college courses tuition free through the Minnesota Post-Secondary Enrollment Options Act. For more information, talk to your high school counselor or contact the Advanced High School Student Services Office, 107 Armory, Twin Cities campus, 612-626-1666; or contact the Admissions Office at any University of Minnesota campus.

Air Force ROTC Type 7 Scholarship. The University of Minnesota will provide a nonresident tuition waiver for students who have been awarded an Air Force ROTC Type 7 Scholarship.

Naval ROTC Scholarship. The University of Minnesota will provide a nonresident tuition waiver for students who have been awarded a Naval ROTC Scholarship.

Regents Scholarship Program. The Regents Scholarship Program covers a portion of tuition costs for eligible employees enrolled in the University of Minnesota (University) credit-bearing courses. The portion covered is: 90% of the tuition cost for eligible employees matriculated for the first time in a baccalaureate degree program. 75% of the tuition costs for all other eligible employees enrolled in courses covered under the Regents Scholarship program.

For employees who voluntarily terminate University employment prior to the end of the semester, the Regents Scholarship will cover a pro-rated amount of the tuition it would otherwise have provided, equivalent to the time the person remains employed. For employees whose appointment will end due to a non-renewal or appointment or layoff, the program will cover the Regents Scholarship portion of tuition for the entire semester in which the appointment ends.



Faculty and Academic Professional and Administrative (P&A) Employees.

The Regents Scholarship Program is available to faculty (94xx) and P&A employees (93xx, 96xx, 97xx, and 9546) who hold 75 to 100 percent time appointments for the entire semester in which the course is taken. Eligibility for this program extends to employees on approved leaves of absence from qualifying appointments. Eligible faculty and P&A employees on academic year appointments may use this program for summer session courses if they were employed the preceding spring term and will be employed the following fall term. Registration must be for credit-bearing courses for which admittance eligibility is met.

Civil Service and Union-Represented Staff Employees

The Regents Scholarship Program is available to civil service and union-represented staff employees on continuing, probationary, or temporary appointments, who hold 75 to 100 percent time appointments for the entire semester in which the course is taken. Eligibility for this program extends to employees on approved leaves of absence from qualifying appointments. Eligible staff on academic year appointments

may use this program for summer session courses if they were employed the preceding spring term and will be employed the following fall term. Registration must be for credit-bearing courses for which admittance eligibility is met. With appropriate approval, former eligible civil service and union-represented staff employees who are on the layoff list have access to the Regents Scholarship Program. Courses not covered under this program include non-credit courses offered through the College of Continuing Education or other University departments, preparatory courses such as GMAT or MCAT, Carlson Executive MBA Program, Academic Distributed Computer Services short courses, Student Union mini-course, Recreational Sports offerings, study abroad courses offered through the Learning Abroad Center (Twin Cities) and similar programs on the coordinate college campuses, audited courses, and any other courses that do not qualify under Course Covered. It is the prerogative of the University to restrict the coverage of additional programs/courses not currently addressed in the policy.

For addresses and telephone numbers, please see below.

APPLICATION AND INFORMATION

University of Minnesota Offices

CROOKSTON CAMPUS

Admissions Information

107 Owen Hall
218-281-6510 or 1-800-232-6466, ext. 8548

DULUTH CAMPUS

Admissions Information

Darland Administration Building
218-726-7171 or 1-800-232-1339

MORRIS CAMPUS

Admissions Information

105 Behmler Hall
320-589-2211, ext. 6003, or 1-800-992-8863

ROCHESTER CAMPUS

Admissions Information

111 South Broadway, Suite 300
Rochester, MN 55904
1-877-280-4699 or 507-280-2820

TWIN CITIES CAMPUS

Office of Admissions/Resident Classification and Reciprocity

240 Williamson, Minneapolis, 612-625-6330
130 Coffey Hall, St. Paul, 612-625-4733
<http://admissions.tc.umn.edu/PDFs>

One Stop Student Services Center

Three campus locations:

333 Bruininks Hall
Minneapolis Campus East Bank
130 West Bank skyway,
Minneapolis Campus West Bank
130 Coffey Hall
St. Paul Campus
612-624-1111 or 1-800-400-8636
onestop@umn.edu
<http://onestop.umn.edu>

University of Minnesota Personnel

University of Minnesota Human Resources,
Suite 200, Donhowe Building
Graduate Assistant Employment Services
200 Donhowe Building, 612-624-8647

State Reciprocity Offices

Minnesota Higher Education Services Office

1450 Energy Park Drive, Suite 350
St. Paul, Minnesota 55108-5527
651-355-0613
1-800-657-3866 (toll free)
www.getreadyforcollege.org

State of Wisconsin Higher Educational Aids Board

P.O. Box 7885
Madison, Wisconsin 53707
608-267-2209
<http://heab.state.wi.us>

South Dakota Board of Regents

Reciprocity Program
Box 511
Brookings, South Dakota 57007
605-688-4093
<http://www.sdbor.edu/>

North Dakota Board of Higher Education

State Capitol Building
600 E. Boulevard Avenue, Dept. 21
Bismarck, North Dakota 58505-0602
701-328-2964
<http://www.ndus.nodak.edu>

The University of Minnesota is committed to the policy that all persons shall have equal access to its programs, facilities, and employment without regard to race, color, creed, religion, national origin, sex, age, marital status, disability, public assistance status, veteran status, or sexual orientation.

Updated August 2015



RESIDENT CLASSIFICATION



UNIVERSITY OF MINNESOTA

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EVALUATION REQUEST FORM

Other than your name, address, college, and campus, all the information requested on this form is defined as private data under state and/or federal law. In general, private data may not be released to others without your consent or a subpoena or court order. The information you submit on this form will be used to correctly identify you in relation to other students and to determine whether you qualify for resident status. Disclosure of this information is **voluntary**. Please note: *This is not a reciprocity application. Reciprocity applications are available through your home state.*

There is no consequence for failing to provide your Social Security number. **If, however, you fail to provide any of the other requested information, including appropriate supporting documents, your Evaluation Request may be returned without action. Please fill out requested information on both sides of form.** If you have questions, please contact the Resident Classification Office on your campus.

Name	<input type="text"/>	Student ID number	<input type="text"/>
	last first middle		
Social Security number	<input type="text"/>	Birthdate	<input type="text"/>
			month day year
Permanent address	<input type="text"/>		
	number and street	city/state/zip	
Term and year you wish resident status to be effective:	Email		<input type="text"/>
<input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer I <input type="checkbox"/> Summer II 2 ____			
College or program	<input type="text"/>	Campus	<input type="text"/>
Country of citizenship	<input type="text"/>	Visa type	<input type="text"/>
		(if you are not a U.S. citizen) attach visa documentation.	
Date you last moved or returned to Minnesota	<input type="text"/>	<input type="text"/>	<input type="text"/>
	month	day	year
Reason for moving to Minnesota	<input type="text"/>		
Support received from relatives, parents, or spouse			
Percent of total support	Relationship to you	Their state of residence	Are you claimed on their federal income tax return?
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No
If you receive support from a Minnesota resident, you must attach a written statement from each individual stating how long they have lived in Minnesota, the nature of their relationship to you, and the percent of support provided.			

Have you filed a Minnesota's State Tax Return?	If yes, for what years?		
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="text"/>		
Do you have a driver's license?	If yes, state of issue?	License number	Date issued
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="text"/>	<input type="text"/>	<input type="text"/>
Do you own a motor vehicle?	If yes, state of registration	Registration number	
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="text"/>	<input type="text"/>	



* 0 0 5 0 3 7 *

(Complete reverse side.)

You must provide the following information; add an extra sheet if needed.

Please list the high schools and colleges you have attended (and whether attendance was full-time or part-time) and credits earned.

Dates	High school/college attended	Full-time/part-time	Credit earned	City, state

Please list any military service and home of record. Also, please attach DD214.

Dates	Military service	Home of record

Please list any Minnesota employers and number of hours worked weekly.

Dates	Employer	City, state	Hours per week

Please list any information you feel is important to your application for resident status. This may include an explanation of why you moved to Minnesota, extenuating circumstances affecting your residency, or any other information that you feel should be taken into consideration.

I certify that the information given is true, correct, and complete to the best of my knowledge. I understand that falsification of information may result in disciplinary action.

Applicant signature	Date

Current mailing address

Local phone number:	Home: <input type="text"/>	Work: <input type="text"/>
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for college use only

Administrative action on petition

Official signature	Date