

Office Use Only TERM: _____



Petition for In-State Tuition Classification

5900 S. Santa Fe Drive, P.O. Box 9002, Littleton, CO 80160-9002.
303.797.4ACC (Tel) 303.797.5970 (Fax) admissions@arapahoe.edu (email)

Purpose of petition: This petition is provided for current and former Arapahoe Community College students to request a change from out-of-state residency to in-state residency for tuition purposes. Students new to the ACC system should request in-state classification by completing the appropriate section of the application for admission and should complete this petition only if requested to do so.

Student Name: _____ Age _____

Petitioner (if not student): _____ Relationship: _____

STUDENT ID: _____ *SSN: _____

*For record keeping and identification of students

Street Address: _____

City: _____ State: _____ Zip Code: _____ Birth Date: _____

Home Phone: (____) _____ Work or Cell Phone: (____) _____

Marital Status: _____ Date of Marriage (if under 23): _____

Semester Petitioning for In-State Tuition: (Circle) Spring Summer Fall Year: 200__

Instructions to complete a valid petition:

- Must be received no later than **30 days** from the first day of the term you are petitioning for. Petitions received after this time period will be considered for the next semester.
- Answer all questions below.
- **All yes answers require supporting documents that date back 12 months.**
- **Please attach requested documents as indicated by **** to complete this application**
- **Students under 23** or who turn 23 during the 12 months preceding the term for which residency status is sought, should have the parent or guardian complete this form providing the requested documentation. Residency for students under 23 is based on the parents' residency.
- **Students under 23 whose parents live out of state** cannot qualify for Colorado residency unless they are emancipated minors. A notarized emancipation form must be completed and returned for petition to be evaluated
- Students under 23 who have been married for one year do not need to file an emancipation form but must attach a copy of the marriage certificate.
- Petition **must be notarized** on the second page.
- Call 303-797-5621 if you need assistance.

1. Are you a U.S. citizen? (circle one) **YES** or **NO**
If no, do you have an immigrant visa? (circle one) **YES** or **NO**
****Attach a copy of your immigrant visa

2. List the dates you have most recently resided in Colorado: From: _____ To: _____

3. Have you filed a Colorado State Income Tax Return? (circle one) **YES** or **NO**
If yes, what years? _____ If no, state your reason:
****Attach copies of your taxes. Include the PN 104 form if taxes filed for partial year.

4. List your most recent and previous **COLORADO** employer or income source
- | Name of Employer | Dates |
|------------------|-----------------------|
| | From: _____ To: _____ |
| | From: _____ To: _____ |
5. Did you accept employment in Colorado prior to moving here? (circle one) **YES** or **NO**
6. Are you a Colorado Registered Voter? (circle one) **YES** or **NO**
 If yes, list the date of registration: _____
 If not a registered voter in Colorado, what state are you registered with? _____
***** Please provide a copy of your Colorado Voter Registration card*
7. Do you have a Motor Vehicle Registration in Colorado? (circle one) **YES** or **NO**
 If yes, list the last date issued: _____
*****Please provide a copy of your Motor Vehicle Registration*
8. Do you have a valid Colorado Driver’s License or ID? (circle one) **YES** or **NO**
 If yes, list the issue date: _____
*****Please provide a copy of your Colorado Driver’s License or CO state ID*
9. Do you own property in Colorado? (circle one) **YES** or **NO**
 If yes, is that property your principle residence? (circle one) **YES** or **NO**
*****Please provide a copy of a signed contract for purchase or warranty deed date*
10. If you do not own property in Colorado, do you rent/lease? (circle one) **YES** or **NO**
*****Please provide a copy of your signed lease*
11. If you do not have a lease or mortgage deed please submit the
 Verified Proof of Residency Form available at www.arapahoe.edu/forms
12. Do you maintain a home in another state? (circle one) **YES** or **NO**
13. Did you graduate from a Colorado high school? (circle one) **YES** or **NO**
 If yes, when and where? _____
14. Did you attend a Colorado college or university? (circle one) **YES** or **NO**
 If yes, which one? _____
15. Have you served in the military within the past two years while
 Stationed in Colorado? (circle one) **YES** or **NO**
 If yes, please list dates of service: _____
*****Please provide a copy of your LES statement or Discharge form (DD214)*

You may attach any other documents that you feel would validate that it was your intent to make Colorado your permanent home for at least a full year before the term begins.

Emancipation Information

16. Complete questions 16-18 if you will not be 23 years of age by the first day of class of the term for which you are petitioning. If you were married as of the beginning of the 12-month domicile period, you may include a copy of your marriage certificate instead of completing question 16-18.

List and compute expenses for the past twelve months _____

Room per month _____ = Total for year _____

Food per month _____ = Total for year _____

Tuition and fees per term _____ = Total for year _____

*Miscellaneous per month _____ = Total for year _____

Total expenses (all columns) for year: _____

*Additional expenses include utilities, telephone, transportation, medical, recreation, books and supplies, and all other expenses.

17. In support of your claim of emancipation, you must make a complete financial disclosure.

A. List all sources of financial support during your 12-month domicile period. Estimate funds for future months. This should include income from employment; commercial loans; college financial aid; personal savings; trust funds; gifts and loans from parents, other relatives, and friends; and all other sources. Use additional sheets if necessary.

For employment income, list total take-home pay (as documented by W-2 forms, payroll statements, or letters from employers) during the 12-month period, not hourly or monthly wages.

| Source | Address | Date | Amount |
|--------|---------|------|--------|
| | | | |
| | | | |
| | | | |
| | | | |

Total amounts listed must equal or exceed expenses listed in question 16.

Total: _____

18. Include copies of the first page of your parents federal income tax returns for the years you have been emancipated (separate forms may be used).

**Arapahoe Community College
Parental Statement for Minor Claiming Emancipation**

I (We), _____, the parent (s) of _____, have entirely surrendered the right to care, custody and earnings of this minor as of _____ (month, day, and year). As of and since that date, I (we) have made no provision for the financial support of this minor child. The last tax year for which he or she was claimed by me (us) as a state or federal income tax exemption was _____, and he or she will not be so claimed in this or any subsequent years. All funds provided to this minor since emancipation include _____ (list dates, amounts, and purposes; if none, so state). I (we) do not intend to resume financial support in any manner. I (we) have included copies of the first page of all federal income tax returns covering the year(s) of emancipation.

The emancipation referred to herein is an absolute emancipation for all purposes whatsoever. I (we) agree that if periodic reexamination of the minor child's status reveals that he or she is no longer emancipated, he or she may be subject to retroactive reclassification as a nonresident for tuition purposes. I (we) understand that supporting the minor or claiming the minor as a tax exemption will provide evidence for reclassification.

Signature _____ Date _____

Each parent must sign, even though only one may have legal custody. Separate forms may be used.)

Signature of Notary Public _____

County of _____ State of _____

My commission expires _____

Sworn and subscribed to me this _____ day of _____, 20 _____

Signature _____ Date _____

Each parent must sign, even though only one may have legal custody. Separate forms may be used.)

Signature of Notary Public _____

County of _____ State of _____

My commission expires _____

Sworn and subscribed to me this _____ day of _____, 20 _____

****The individual completing this form must sign and obtain notary signature, below****

19. Any false information or falsified supporting documents included in this petition may subject you to both criminal charges and Arapahoe Community College disciplinary proceedings, and out-of-state tuition may be retroactively assessed.

I hereby swear and affirm that the answers given in this petition are accurate and complete, and that all documents included hereto are true and unaltered copies of the original documents. If my circumstances change, affecting the tuition status requested by this petition, I agree to notify the tuition classification officer in writing within 15 days after such change.

Printed Student Name _____

Signature of Petitioner _____ Date _____
(Sign only in presence of notary)

Printed Name _____

Signature of Parent or Legal Guardian if petitioning for student

_____ Date _____
(Sign only in presence of notary)

County of _____

State of _____

Sworn and subscribed to me this ____ day of _____

My Commission Expires _____

Signature of Notary Public

Petition Checklist

Please make sure you include:

(If you cannot provide documentation please provide a written explanation of why it is not included with the petition)

- Notarized signatures _____
- Physical presence (lease, warranty deed) _____
- Driver's license _____
- Voter's registration _____
- Car registration _____
- Colorado Tax Returns _____
- Other _____

If emancipated also include:

(If you cannot provide documentation please provide a written explanation of why it is not included with the petition)

- Emancipation form signed by both parents _____
- Copies of parents' Federal tax returns for last year filed _____