

## Application for Classification as a Missouri Resident

Please review the Missouri State "Policy on Residency for Fee Purposes on the preceding page prior to completing this application. **Complete each one of the five sections. This application must be submitted to the Office of Admissions before the end of the first week of classes of the semester for which you are applying for residency.**

### Section 1: Your demographic information

Name \_\_\_\_\_ Social security number \_\_\_\_\_

Current address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

County \_\_\_\_\_ Date of birth \_\_\_\_\_ Marital status:  Single  Married

Telephone number \_\_\_\_\_ Email address \_\_\_\_\_

Are you a US citizen?  Yes  No If no, are you a permanent resident?  Yes  No If yes, you must attach a copy of the front and back of your alien registration receipt card. If no, please contact the Office of Admissions before completing the remainder of this form.

Semester for which you are requesting classification as a resident:  Fall  Spring  Summer Year: \_\_\_\_\_

### Section 2: Your status. Please check the category below that applies to you. **Check only one.**

Adult student. Check this category only if you will be 21 years of age or older as of the beginning of the semester for which you are applying for residency.

Emancipated minor student. Check this category only if you will be under 21 years of age when the semester for which you are applying for residency begins **and** you have become emancipated from your parents or guardian through marriage, formal court action, abandonment, or positive action of alienation on your part. **You must provide documentation of your eligibility for this classification (e.g., court order, marriage license).**

Unemancipated minor student. Check this category if you are under 21 and not married and either of your parents claim you as a dependent for income tax purposes or provide you with substantial financial support.

### Section 3: The basis on which you believe you qualify for classification as a Missouri resident.

You will qualify for classification as a Missouri resident if:

- You are an **adult** or **emancipated minor** and either you or your spouse (if you are married) meet one of the following criteria.
- You are an **unemancipated minor** and either of your parents or guardians meets one of the following three criteria.

Please check the criteria under which you, your spouse, or your parents will qualify. **Check only one.**

**Criterion 1:** Residence within the state of Missouri for 12 consecutive months prior to the start of the semester for which you are applying for residence and sufficient proof of intent to make the State of Missouri a permanent home for an indefinite period. *Note: You typically will not qualify under this criterion if your primary purpose for being in Missouri is to attend Missouri State or another college or university. If you, your spouse, or your parents (if you are an unemancipated minor) meet either of the following criteria, we suggest that you apply on the basis of one of those criteria as they are more easily documented.*

**Criterion 2:** Presence within the State of Missouri for purposes of retirement, full-time employment, professional practice, or to conduct a business full-time. *To qualify under this criterion, you must document that you, your spouse, or your parent(s) (if you are an unemancipated minor) are currently residing in Missouri for one of these purposes. For example, living in Missouri with the intention of seeking full-time employment is not sufficient.*

**Criterion 3:** Military personnel who are stationed within the State of Missouri pursuant to military orders or military personnel who are stationed elsewhere but for whom Missouri is the home of record.

Please also check one of the following to indicate who meets the criterion you checked. **Check only one.**

I am an adult or emancipated minor and I meet the criterion checked above. You must provide the documentation listed in section 4 for **yourself**.

I am married and my spouse meets the criterion checked above. (Check only if your spouse meets the criteria and you do not.) You must provide the documentation listed in section 4 **for your spouse** and not for yourself. **You must also provide a copy of your marriage license.**

I am an unemancipated minor and my parent(s) meet the criterion checked above. You must provide the documentation listed in section 4 for your parents and not for yourself.

#### Section 4: Documentation

Please provide copies of each of the items listed below for the criterion you checked in section 3. The documentation should be for yourself, your spouse, or your parents based on the option you checked in the second part of section 3. Please send copies, not originals, as we must retain what you send. If you are unable to provide any of the listed documentation, please attach an explanation.

##### Documentation required for Criterion 1:

- Proof of residence within Missouri during the past 12 months (e.g., proof of purchase or lease of your place of residence)
- Proof of employment in Missouri (e.g., a letter from your employer verifying your dates of employment) or other proof of your reliance upon sources within Missouri for your financial support.
- Copy of Missouri driver's license, Missouri voter registration, and Missouri automobile registration.
- Copy of Missouri income tax return (attach only a copy of the first and last page) and receipt for payment of Missouri property tax.
- Any additional documentation you wish to provide to support your claim for residency.

##### Documentation required for Criterion 2:

- Proof of residence in Missouri for full-time employment in the form of a letter from your employer verifying full-time status and the effective date of employment; **or**
  - Proof of residence in Missouri for purposes of retirement (e.g., a letter from your former employer verifying your retirement); **or**
  - Proof of your residence in Missouri for the purpose of professional practice or to conduct a business full time (e.g., a business license or professional license in your name).
- Copy of Missouri driver's license, Missouri voter registration, and Missouri automobile registration.
- Any additional documentation you wish to provide to support your claim for residency.

##### Documentation required for Criterion 3:

- Copy of military orders assigning you to Missouri, including location and dates of assignment; **or**
  - Copy of military documentation showing that Missouri is your home of record.

If you believe you should be classified as a Missouri resident but do not meet any of the criteria listed above, you are encouraged to provide a detailed letter of explanation and thorough documentation.

#### Section 5: Signature

I affirm/attest that the information and documentation I am providing is true and accurate to the best of my knowledge. I understand that submitting falsified information may result in my suspension from the University with loss of fees.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Signature of parent(s) (required for unemancipated minors)

Date