



Request for In-state Classification for Tuition Assessment

ESP@wayne.edu

Mail/Fax/Email to: Records and Registration Office
5057 Woodward, Fourth Floor
Detroit, MI 48202
Phone: (313) 577-3541, #5
Fax: (313) 577-0945

Drop Off: Student Service Center Lobby
Welcome Center
42 W. Warren
Detroit, MI 48202
Phone: (313) 577-2100

After registering, students may petition for a change of classification for tuition assessment through the Office of the Registrar using this form. Documentation must accompany all petitions.

STOP Do not use this form if you have never registered for classes. Contact the admissions office for reconsideration:
Office of Undergraduate Admissions: <http://admissions.wayne.edu/contact.php>
Office of Graduate Admissions: <http://gradschool.wayne.edu/future/contact.php>

STOP Do not apply if any of the following circumstances apply to you -- in-state tuition cannot be approved:

- You came to Michigan for educational purposes. Did you register as a full time student within six months of your arrival in the state? Have you continued as a full time student since your arrival in Michigan? If yes to these questions, do not apply.
- You have an F1 Student Visa.
- You are in a medical residency, fellowship, or internship.
- Your employment is a temporary or short-term job or a position normally held by a student.

Apply for in-state classification consideration if:

- You lived in Michigan more than six months prior to your first term of full time registration.
- You took a break in your education for six or more months while remaining in Michigan.
- You came to Michigan for reasons other than education (job relocation, parent relocation, spouse or domestic partner relocation).
- You are a veteran or a member of a military family.
- You had a temporary absence from Michigan.
- Your Visa type changed from an F1 Student Visa to U.S. Citizenship; permanent resident; work permit; asylum; or visa types A, E, G, H, I, L, R, or TN.
 - Please update your status with the Office of International Students & Scholars (OISS) **before** submitting the in-state tuition application.

Documentation must accompany your application for each area pertinent to your request. Examples of documentation are listed for each of the question areas. Additional information may be requested as your application is reviewed.

Please answer all questions completely, using "none" or "N/A" for those which do not apply to your situation. If responses do not fit in the space provided please use additional paper.

Except for documented delays caused by University personnel, Applications for Residence Classification are due:

Fall Term and the Medical Year Term - September 30

Winter Term - January 31

Spring/Summer Term - July 31

Deadlines falling on weekends are extended to the next business day.

Applications received after these dates are processed for the following term.

ALL COMMUNICATIONS AND DECISIONS ARE THROUGH YOUR WSU E-MAIL ADDRESS.

The Board of Governors Code Annotated regarding Tuition Regulations and Review Procedures is at http://bog.wayne.edu/code/2_34_03.php



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1. Name _____ WSU Access ID: _____

Which term/year are you requesting in-state tuition? _____ / _____

2. Please explain why you should be classified a Michigan resident for tuition assessment. term _____ year _____

3. Present mailing address _____
number and street _____ city _____ state _____ zip code _____

4. Permanent address _____
number and street _____ city _____ state _____ zip code _____

5. Living arrangements: House: own _____ rent _____ ; In rented room or apartment: _____ ; with parent(s)/guardian(s): _____ ;
with spouse or partner: _____ ; with other relatives (specify): _____ ;
with friends (specify): _____ .

6. Place of birth _____ If not in the US, what is your citizenship? _____

If not a US citizen, type of Visa _____ Issued where and date _____
Visa issuing jurisdiction *Issue date*

Documentation: If not a US citizen provide a copy of your current visa and passport. If you are an Asylee provide copies of your paperwork. If you are an undocumented immigrant, please send an email directly to ESP@wayne.edu for advice on what to provide with this application.

If you have an F1 Student Visa STOP; you cannot be approved for in-state tuition. If you have had a change from an F1 Student Visa please visit OISS to update your status **before** submitting this application.

7. Do you have a spouse or domestic partner? Yes _____ No _____ If yes, date of marriage or partnership _____

Spouse/Partner's name _____ If not US citizen, Visa Type _____

Spouse/Partner's legal residence _____ Since what date _____

Spouse/Partner's employment _____ Since what date _____

Documentation: If your spouse/partner is the basis for this request, documentation regarding their residency in Michigan will be needed. A copy of your marriage or domestic partnership certificate will be required. If your request is due to a spouse/partner's recent job change, provide a copy of their offer letter or a pay stub with their Michigan address



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8. If you receive any financial support from your parents or guardians, or are under 18, answer the following:

Parent/Guardian Name _____ Address _____
City State Country

Parent/Guardian Name _____ Address _____
City State Country

If addresses differ, explain: _____

Documentation: If your parents/guardians moving to Michigan is the basis for this request, documentation regarding their residency in Michigan and a copy of your birth certificate will be needed.

If your request is due to a parent/guardian's recent job change, provide a copy of their offer letter or a pay stub with their Michigan address.

Tax Returns: A previous year's Michigan State or Federal tax filing showing you as a dependent.

9. List your source of financial support; if several, itemize amounts and percentages _____

10. When did you come (or last return) to Michigan to live? (date) _____ From (place) _____

For what purpose? _____

Have you resided in Michigan previously? _____ Explain _____

List where you have resided for the past five years:

City, State, Country	From date	To date

Documentation: Provide a copy of the first pages of a lease or purchase agreement showing dates residency **began** in Michigan. This is not necessarily your current lease but rather one that may show you residing in the state six or more months prior to the beginning of the semester.

If you are in an informal living arrangement, provide a **sworn, notarized** statement from your roommate or landlord. This should include the address, date the arrangement began, any payment arrangements, and the landlord/roommate's name clearly written with contact information.



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11. List your places of employment for the past five years:

Employer	City, State, Country	Dates of Employment	Hours/Week

Documentation: If you have been employed in Michigan, provide a copy of the **oldest** paystub you have access to showing your Michigan address(es).

12. List chronologically all high schools, colleges or universities you have attended including WSU

Name of School	City, State, Country	Terms/Years

Documentation: If you are claiming temporary absence from Michigan due to education in another state, provide documentation of your previous education at a Michigan institution. This could be a copy of a high school diploma or transcript.

Additional Documentation:

- Copy of Michigan driver's license if valid
- Tax Returns: A previous year's Michigan State and/or Federal tax filing

Certification and Signature: I hereby certify that the information given is true, correct, and complete to the best of my knowledge, and that I am not claiming residence in another state or country for any purpose.

Signed _____ Date _____

Phone number _____

For Office Use:

Decision by Office of the Registrar: Non-Resident Resident effective term _____

By _____ Date _____

Program _____ Unit _____ Class _____