Residency Information for Tuition Classification

For Use by Adult Student Petitioners Only (Non-Emancipation)

Tuition classification is governed by state law (Title 23, Article 7, of the Colorado Revised Statutes of 1973, as amended) and by judicial decisions that apply to all public institutions of higher education in Colorado and is subject to change at any time. The university is not free to make exceptions to the rules except as specifically permitted by state law. A copy of Article 7 is available at https://highered.colorado.gov/Finance/Residency/student.html.

Submission Dates and Deadlines

- Residency petitions submitted after the posted deadline will not be processed.
- Residency petition requirements and submission dates and deadlines are subject to change without notice. For the most current information, check www.colorado.edu/registrar/students/state-residency/current.

Residency Petition Submission Dates and Deadlines

<table>
<thead>
<tr>
<th>Applicable Term</th>
<th>“Must Move By” Qualifying Date</th>
<th>Earliest Petition Submission Date</th>
<th>Petition Submission Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring 2020</td>
<td>Jan. 12, 2019</td>
<td>Oct. 1, 2019</td>
<td>Dec. 13, 2019, 5:00 p.m. MT</td>
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<tr>
<td>Summer 2020 (May–August)</td>
<td>May 10, 2019</td>
<td>March 2, 2020</td>
<td>May 8, 2020, 4:30 p.m. MT</td>
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<tr>
<td>Fall 2020</td>
<td>Aug. 23, 2019</td>
<td>March 2, 2020</td>
<td>July 17, 2020, 4:30 p.m. MT</td>
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<tr>
<td>Wintermester 2021</td>
<td>Dec. 20, 2019</td>
<td>Oct. 1, 2020</td>
<td>Dec. 18, 2020, 5:00 p.m. MT</td>
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<tr>
<td>Spring 2021</td>
<td>Jan. 10, 2020</td>
<td>Oct. 1, 2020</td>
<td>Dec. 18, 2020, 5:00 p.m. MT</td>
</tr>
<tr>
<td>Summer 2021 (May–August)</td>
<td>May 9, 2020</td>
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<td>May 7, 2021, 4:30 p.m. MT</td>
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<tr>
<td>Fall 2021</td>
<td>Aug. 22, 2020</td>
<td>TBD</td>
<td>July 16, 2021, 4:30 p.m. MT</td>
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</table>

Petitioning Process and Timeframe

- Important communications are sent to the student’s colorado.edu email address and to-do items display in Buff Portal.
- The student may receive emails with requests for additional information. Failure to respond appropriately by the stated deadline may result in a denial.
- Once petition review is complete, the student will be notified of the decision by email.

Other Important Information

- Only photocopies of requested documents should be submitted with the petition. All documentation submitted becomes part of the petitioner’s student education record and cannot be returned.
- **FERPA Consent to Release:** At the post-secondary level, student education records may only be released to a parent or other third party at the student’s written consent. Missing documentation and requests for additional information can only be discussed with the petitioner *unless* the student has established FERPA Consent to Release (see www.colorado.edu/registrar/students/records/privacy/consent).

How to Locate Residency Information and Documentation

If you need help finding or accessing required documents for the petition process, see www.colorado.edu/registrar/students/state-residency/guidelines.
# Petition for Colorado Residency for Tuition Purposes

**For Use by Adult Student Petitioners Only (Non-Emancipation)**

**Office of the Registrar**
Regent Administrative Center 101
20 UCB
Boulder, Colorado 80309

**t** 303 492 6970  
**f** 303 492 8748  
**tuitclass@colorado.edu**

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## Basic Information

For which semester and year are you petitioning?  
Semester _______________  Year ____________

Have you petitioned for a prior semester?  
☐ Yes  ☐ No

## Part 1 – Personal Information

### Section A – CU Student (Petitioner)

First name ___________________________________  Last name _______________________________________  M.I. _____

Street address ______________________________________________________________________________________________

City _________________________________________  State ____________________________  Zip code ________________

Daytime phone number ________________________________________  Date of birth _________________________  Age _____

Student ID ________________________  CU Boulder email address _____________________________________ @colorado.edu

If you haven’t been assigned a CU email yet, provide an alternate address _______________________________

**Note:** All correspondence regarding this petition will go to your email address on file.

1. Are you married?  
☐ Yes  ☐ No

   If yes, provide the following:
   - Date of marriage ____/____/_______  
   - ☐ A copy of your marriage certificate.

2. Are you a U.S. citizen?  
☐ Yes  ☐ No

   If no:
   A. Indicate your current status and provide the required information.
      - ☐ U.S. permanent resident  Resident alien no. _____________________________  Date issued ________________
      - ☐ Non-U.S. citizen  Country of citizenship _____________________________  Length of time in U.S. __________
      - ☐ On a visa  Visa type _____________________________  Is this a student visa?  ☐ Yes  ☐ No
         Date issued _________________________________  Expiration date _______________

   B. Submit the following required documentation with this petition:
      - ☐ A copy of both sides of your U.S. permanent resident card, visa, Form I-485, work authorization or other evidence that indicates the date the U.S. Citizenship and Immigration Services accepted your application for adjustment status.

3. Do you currently participate in the Western Regional Graduate Program (WRGP)?  
☐ Yes  ☐ No

   If yes, do not complete this form. Please contact the Tuition Classification Office (tuitclass@colorado.edu) for further information.

4. Are you funded by another state based on residency in that state?  
☐ Yes  ☐ No

   If yes, do not complete this form. Please contact the Tuition Classification Office (tuitclass@colorado.edu) for further information.

5. Do you currently receive loans/funds from Alaska Loan Program?  
☐ Yes  ☐ No

   If yes, do not complete this form. Please contact the Tuition Classification Office (tuitclass@colorado.edu) for further information.

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### For Office Use Only (Do Not Mark)

<table>
<thead>
<tr>
<th>Semester</th>
<th>First Term</th>
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<th>Career Type</th>
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<tr>
<th>Decision</th>
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<th>DENIED</th>
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<td>EFFECTIVE DATE</td>
<td>EFFECTIVE TERM</td>
<td>BY</td>
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**Revised 1/31/2020**
Part 2 – Physical Presence and Legal Ties to Colorado

Section A – Physical Presence

Twelve months of continuous physical presence is required to be considered a Colorado resident for tuition purposes.

Do you currently live in Colorado? □ Yes □ No

If yes, provide the following:

Date moved to Colorado _____ / ___ / ______

In the last year, have you been absent from Colorado for 30 consecutive days or more? □ Yes (complete the table) □ No

<table>
<thead>
<tr>
<th>Date Departed from Colorado</th>
<th>Date Returned to Colorado</th>
<th>Explanation and Documentation of Absence of 30 days or More</th>
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Section B – Personal Statement and Significant Life Activities

Please write a statement demonstrating your intent to create a true, fixed and permanent home in Colorado. Include all of the following: your reason for moving to Colorado, the expected duration of your residency in Colorado, your employment plans, your plans after leaving the university, and any significant life activities which require your presence in Colorado or outside of Colorado.

________________________________________________________________________________________________________
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### Section C – Residential Information
Provide required documentation for the entire 12-month domicile period.

1. **Do you rent an apartment or house?**  
   □ Yes  □ No  
   
   If *yes*, provide all documents necessary to cover the full domicile period:  
   - ☐ A 12-month lease signed by you and your landlord (addenda not needed);  
   - ☐ A month-to-month lease with a signed statement from your landlord; and/or  
   - ☐ A signed statement from your landlord or the homeowner.

2. **Do you own residential real property in Colorado?**  
   □ Yes  □ No  
   
   If *yes*, provide the following:  
   - Purchase date ____/____/______  
   - ☐ A copy of the warranty deed.

3. **Do you maintain a home or own residential property in another state or country?**  
   □ Yes  □ No  
   
   If *yes*, provide the following:  
   - Street address ______________________________________________________________________________________  
   - City _________________________________________  State _____________________  Zip code ________________  
   - Dates when you resided in that home during the 12-month domicile period _________________________________________

### Section D – Colorado Legal Ties

1. **Do you have a Colorado driver’s license or Colorado identification card?**  
   □ Yes  □ No  
   
   If *yes*, provide the following:  
   - Issue date ____/____/_______  
   - ☐ A copy of your Colorado driver’s license or ID card.  
   - ☐ If your license was renewed or reissued during the 12-month domicile period, also include a driver’s history, available from Colorado DMV license offices.

2. **Are you registered to vote in the U.S.?**  
   □ Yes  □ No  
   
   If *yes*, provide the following:  
   - State in which you’re currently registered to vote _____________________________________________________________  
   - Date of current voter registration ____/____/_______  
   - State(s) in which you were formerly registered to vote _________________________________________________________  
   - ☐ If applicable, a copy of your Colorado voter registration or a printed verification from the CO Secretary of State website.

3. **Do you own or operate a motor vehicle?**  
   □ Yes  □ No  
   
   If *yes*, provide the following:  
   - Dates of motor vehicle operation in Colorado Start date ____/____/_______ End date ____/____/_______  
   - If *no*, provide your method(s) of transportation __________________________________________________________________

4. **Is the motor vehicle you operate registered in Colorado?**  
   □ N/A  □ Yes  □ No  
   
   If *yes*, provide the following:  
   - Date vehicle was first registered in Colorado ____/____/_______  
   - Name of registered owner ___________________________________  Owner’s relationship to petitioner ____________________  
   - ☐ A copy of all Colorado vehicle registrations covering the 12-month domicile period.  

   If *no*, provide the following:  
   - State of vehicle registration _____________________________________________________________  
   - Explain why the vehicle is not registered in Colorado ____________________________________________________________________________  
   - ☐ A copy of all out-of-state vehicle registrations covering the 12-month domicile period.
Part 3 – Employment History

1. Have you been employed at any time in the past two years?  ☐ Yes  ☐ No

   If yes, complete the table below:

<table>
<thead>
<tr>
<th>Start Date</th>
<th>End Date</th>
<th>Employer</th>
<th>City, State</th>
<th>Full/Part Time</th>
</tr>
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<tbody>
<tr>
<td><strong>/</strong>/____</td>
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</tbody>
</table>

2. Have you been employed in Colorado in the past two years?  ☐ Yes  ☐ No

   If yes, provide the following:
   □ A copy of one of the following from your current Colorado employer: pay advice or pay stub, offer or contract letter, W-2 form or signed letter from the employer.

Part 4 – Income Tax History

1. Have you ever filed U.S. federal income tax returns?  ☐ Yes  ☐ No

   If yes, provide the following:
   Last two years filed ___________________________________________
   □ A copy of one of the following (do not include schedules):
     □ A photocopy of the first page of the most recent 1040EZ income tax return that you filed.
     □ A photocopy of the first two pages of the most recent federal 1040 income tax return that you filed.

   If no, explain why not ___________________________________________  ___________________________________________  ___________________________________________

2. Have you ever filed state of Colorado income tax returns?  ☐ Yes  ☐ No

   If yes, provide the following:
   Last two years filed ___________________________________________
   □ A photocopy of the most recent Colorado State income tax return that you filed.
   □ If you filed as a part year resident, provide also include a copy of your CO-104PN.

   If no, explain why not ___________________________________________  ___________________________________________  ___________________________________________

3. Have you filed state income tax returns in another state during the last two years?  ☐ Yes  ☐ No

   If yes, provide the following:
   States where filed ___________________________________________
   □ A photocopy of your complete state tax returns from other states.
   □ A photocopy of part-year documents, if applicable.
Any false information or falsified supporting documentation included in this petition may subject you to both criminal charges and university disciplinary proceedings. In-state status may be rescinded and out-of-state tuition may be retroactively assessed.

Under Colorado tuition law, a person may not establish domicile in Colorado solely for the purpose of changing tuition classification to in-state. In the absence of clear and convincing evidence to the contrary, any student classified as out-of-state who seeks to establish Colorado domicile while registered is presumed under the tuition law to do so solely for tuition purposes.

Required Acknowledgments & Signature

☐ I hereby swear/affirm that the answers given in this petition for in-state tuition classification are accurate and complete, and that all documents included are true and unaltered copies of the original documents requested. If my circumstances change, affecting the tuition status requested by this petition, I agree to notify the Tuition Classification Office in writing within 15 days of such change.

☐ I understand the eligibility requirements. The requested information in this petition is necessary to determine qualification as a Colorado resident for tuition classification purposes in accordance with Colorado tuition law.

☐ I understand it is my obligation to have in my possession a copy of this petition and all of its supporting documents, as reproductions will not be provided by the university at any future date.

☐ I also understand that I am financially and academically responsible for all classes for which I have registered or will register in the future, regardless of the outcome of this petition process.

____________________________________________________ Petitioner’s printed name

____________________________________________________   ______________________

Petitioner’s signature   Date

Submission Instructions

- Include all required documentation and fill out all applicable sections.
- Submit copies of documents on standard letter-sized or legal-sized paper. Original documents will not be returned and copies will not be made for petitioners.
- Hand-deliver your petition to the Office of the Registrar (Regent Administrative Center, room 101) or mail it using a trackable delivery service (e.g., certified mail, registered mail, FedEx, UPS, etc.). No exceptions will be made for petitions not received by the established deadline due to lost or late mail or failure to use a trackable delivery service. Use the following address for mailing/shipping:

  Office of the Registrar
  University of Colorado Boulder
  20 UCB
  Boulder, CO 80309-0020

- Submit your completed petition before close of business on the posted deadline. Petitions received after the deadline and/or incomplete petitions will not be accepted or evaluated, and the student will be assessed tuition as a nonresident as of the applicable term.
- Important communications and final petition decisions are sent to the student’s colorado.edu email address; checklist items display in the student portal. The student may receive emails requesting additional information by a stated deadline; failure to do so may result in the petition being closed with no option for appeal.