Residency Information for Tuition Classification

For Use by Petitioners Who Wish to Prove 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.

Residency Petition Submission Dates and Deadlines

<table>
<thead>
<tr>
<th>Applicable Term</th>
<th>&quot;Must Move By&quot; Qualifying Date</th>
<th>Earliest Petition Submission Date</th>
<th>Petition Submission Deadline</th>
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</thead>
<tbody>
<tr>
<td>Wintermester 2020</td>
<td>Dec. 21, 2018</td>
<td>Oct. 1, 2019</td>
<td>Dec. 13, 2019, 5:00 p.m. MT</td>
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<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–Aug.)</td>
<td>May 10, 2019</td>
<td>April 1, 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>April 1, 2020</td>
<td>July 17, 2020, 4:30 p.m. MT</td>
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<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>
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Petitioning Process and Timeframe

- Important communications are sent to the student’s colorado.edu email address and to-do items may display in the student 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 (for more information, 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, please refer to our online documentation at www.colorado.edu/registrar/node/644/attachment.
# Petition for Colorado Residency for Petition Purposes

**For Use by Petitioners Who Wish to Prove Emancipation**

## 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 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.

2. 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.

3. 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.

4. 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)**

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<tr>
<th>Semester</th>
<th>First Term</th>
<th>Career Type</th>
<th>Petition Type</th>
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Exception Type  
AS  EI  MA  MD  MV  NF  NG  SY  WR  OA

Entered by __________________

Decision  
APPROVED  DENIED  EFFECTIVE DATE  EFFECTIVE TERM  BY ________
### 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

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<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 Colorado? □ Yes □ No

   If yes, provide the following:
   Date of Colorado voter registration _____/____/_______
   State(s) in which you were formerly registered to vote __________________________________________________________
   ☐ A copy of your Colorado voter registration record 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>
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<tbody>
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</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, 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:
   - List states where filed _________________________________________
   - A photocopy of your complete state tax returns from other states.
   - A photocopy of part-year documents, if applicable.
Part 5 – Emancipation Information (Student)

A – Sources of Income and Support

1. Did you earn any income from employment during your 12-month domicile year? □ Yes □ No

If yes, provide the following:

☐ Copies of pay stubs or W-2 forms from each employer during your domicile year.

☐ Complete the table below, including estimated expenses for any future months. If you need more space, attach a separate page.

<table>
<thead>
<tr>
<th>Employer</th>
<th>Employment Start Date</th>
<th>Employment End Date</th>
<th>Total Amount Received in 12-Month Period</th>
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<tbody>
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</table>

Total employment income earned during your domicile year ____________________

2. Did you receive income from any other sources (e.g., gifts, loans, financial aid, funds provided by others, tax refunds, trust funds) during your domicile year? □ Yes □ No

If yes, provide the following:

☐ Copies of documentation of each income source (e.g., financial aid award letter, W-2s, copies of checks). For private loans, promissory notes with all signatures are required.

☐ Complete the table below. If you need more space, attach a separate page.

<table>
<thead>
<tr>
<th>Source of Non-Employment Income</th>
<th>Date Received</th>
<th>Amount Received</th>
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Total income from other sources during your domicile year ____________________

B – Financial Accounts

Did you hold any checking, savings or other financial accounts during your domicile year? □ Yes □ No

If yes, provide the following:

☐ Copies of all documentation, including 12 months of complete monthly account statements (not account summaries). Indicate initial source of funds for each account (e.g., employer name, parent name, bank providing loan).

☐ Complete the table below with all checking, savings or other financial accounts held during your domicile year. If you need more space, attach a separate page.
<table>
<thead>
<tr>
<th>Bank or Institution Name</th>
<th>Last Four Digits</th>
<th>Value at Beginning of Domicile Year</th>
<th>Current Value</th>
<th>Initial Source of Funds</th>
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Total resources held during your domicile year ________________

C – Other Assets

Did you hold any assets (e.g., inheritance, insurance settlements, family-provided assets) during your domicile year?  ☐ Yes  ☐ No

If yes, provide the following:

☐ Copies of documentation for all listed assets.
☐ Complete the table below with all assets held during your domicile year. If you need more space, attach a separate page.

<table>
<thead>
<tr>
<th>Type of Asset</th>
<th>Date of Acquisition</th>
<th>Value at Beginning of Domicile Year</th>
<th>Initial Source of Asset</th>
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Total assets held during your domicile year ________________

D – Expenses

List and document all your expenses during your 12-month qualifying period, including estimated expenses for any future months. Be as accurate as possible; your bank statements and other documents will be used to verify all expenses.

Use the area below to list your monthly budget; do not attach a separate budget. Start your budget with the first month of your 12-month domicile year.

☐ Fall: August through July  ☐ Spring: January through December  ☐ Summer: May through April

<table>
<thead>
<tr>
<th>Month and Year</th>
<th>Tuition &amp; Fees¹</th>
<th>Campus Housing &amp; Dining</th>
<th>Rent/Mortgage²</th>
<th>Health Insurance³</th>
<th>Miscellaneous: All Remaining Expenses⁴</th>
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Month and Year | Tuition & Fees¹ | Campus Housing & Dining | Rent/Mortgage² | Health Insurance³ | Miscellaneous: All Remaining Expenses⁴ |
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Totals

Sum total of all expenses during your domicile year ____________________

Notes:
¹ Include documentation, including billing statements and financial aid awards from schools attended during the qualifying period.
² Rent/mortgage payments should clearly appear on bank statements; if not, include copies of canceled checks or cash receipts.
³ If you’re not on CU health insurance (appears on CU billing statement), include documentation of health insurance and monthly cost.
⁴ Miscellaneous includes credit card payments, cell phone, books and supplies, food, recreation, travel, personal supplies and other expenses not specified elsewhere in the budget. Expenses should be consistent with bank debits and withdrawals.

E – Parental Information

In this section, the term parents includes stepparents.

1. Did your parents claim you as a dependent for tax purposes during your domicile year? ☐ Yes ☐ No

If no, provide the following:
☐ Last year that your parents/stepparents claimed you as a dependent for tax purposes _______
☐ A signed copy of the first two pages of your parents/stepparents’ federal income tax returns for your period of emancipation.

2. Did your parents carry you on any medical or motor vehicle insurance during your domicile year? ☐ Yes ☐ No

If no, provide the following:
Last month and year of coverage on parents’/stepparents’ medical insurance ____/_____
Last month and year of coverage on parents’/stepparents’ motor vehicle insurance ____/_____

3. Did you reside in your parents’ home at any time during your domicile year? ☐ Yes ☐ No

If yes, provide the following:
☐ Complete the table below with all periods during which you resided with your parents/stepparents during your domicile year. If you need more space, attach a separate page.

<table>
<thead>
<tr>
<th>Parent with Whom You Resided</th>
<th>Date Arrived</th>
<th>Date Left</th>
<th>Length of Stay</th>
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Total number of days you resided in your parents’/stepparents’ home during your domicile year __________
F – Future Financial Plan

Describe your anticipated sources of financial support for your college education and all other expenses through completion of your degree. List each income source and the amount expected from each. Include any available documentation for each source, including records of savings, loan applications, financial aid award letters and any other relevant evidence.

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Part 6 – Acknowledge & Sign

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.