**Information and Advice about Residency
evergreen.edu/registration/residency**

The Evergreen State college residency requirements follow Washington State law and require written evidence including an application and documentation according to timelines for priority processing.

In accordance with Washington State's Higher Education Coordinating Board and guidelines provided under Washington State Codes WAC 250-18-010 through -060, *"The State of Washington does not grant residency for tuition purposes only."*

**Military Personnel**

Active Duty and Guard Members stationed in Washington State, including their dependents may apply for resident tuition.

**Native Americans**

American Indian students who meet the following two conditions are eligible to pay resident tuition at colleges and universities in Washington State:

* For a period of one year immediately prior to enrollment at a state institution of higher education, students must have been domiciled in one or a combination of the following states: Idaho, Montana, Oregon, or Washington.
* Students must be a member of one of the federally recognized Indian tribes, as determined under [Title 25 of the Code of Federal Regulations (25CFR)](http://www.loc.gov/catdir/cpso/biaind.pdf), whose traditional and customary tribal boundaries include portions of the state of Washington, or whose tribe was granted reserved lands within the state of Washington.

**Residency Classification Information**

For a student to be classified as a "resident" for tuition and fee purposes, he or she **must prove by evidence of a sufficient quantity and quality to satisfy the institution that he or she:**

(a) **Has** established a bona fide domicile in the state of Washington primarily for purposes other than educational for the period of one year immediately prior to commencement of the first day of the semester or quarter for which he or she has registered at any institution *and*

(b) **Is** financially independent; *or*

(c) **Is** a dependent student, one or both of whose parents or legal guardians have maintained a bona fide domicile in the state of Washington for at least one year immediately prior to the commencement of the semester or quarter for which the student has registered at any institution.

A nonresident student who is **enrolled for more than six (6) hours per semester or quarter** shall be presumed to be in the state of Washington for primarily educational purposes. Such period of enrollment shall not be counted toward the establishment of a bona fide domicile of one year in this state unless such student proves that he or she has, in fact, established a bona fide domicile in this state primarily for purposes other than educational.

**Financial Assistance Outside Washington State** – Students attending an institution with financial assistance provided by another state, or governmental unit or agency thereof, are not eligible to pay resident tuition and fees for one year after the completion of the quarter for which financial assistance is provided if *residency in that state is a continuing qualification for such financial assistance.*

**Priority Processing Timelines**

Any student seeking a change in residence classification must file written evidence with the institution. Such evidence will be **accepted up to the 30th calendar day following the first day of the quarter for which application is made**. Any application received after the 30th calendar day cannot become effective for that quarter.

Residency applications **will not be accepted earlier than one month prior to the start of the quarter for which the application is made.**

**Financial Aid Applicants** – If you are receiving financial aid, it is important that you complete the residency application and documentation by the beginning date for priority processing. Financial Aid status does not change until Residency is approved. Please note that if your residency is approved, your financial aid may be delayed because the award will have to be revised.

**If you do not apply during the priority processing timelines, you must be prepared to pay non-resident tuition by the tuition deadlines.**

**If you are financially independent**

1. A person must physically reside in the state of Washington primarily for purposes other than education for the 12 consecutive months prior to the first day of the quarter of application. To be considered financially independent, the student has not been and will not be claimed as a tax exemption and has not received and will not receive significant financial assistance in any form directly or indirectly from his or her parents, relatives, legal guardians, or others for the current calendar year and for the calendar year immediately prior to the year in which application is made.

**Note:** Any student who lived at a parent's home during his or her senior year of high school **may not** count that year for independent status.

2. **The following is a list of all documents you will be required to provide to establish independent status:**

* **To be considered financially independent**, you must demonstrate evidence satisfactory to the institution that you have met, through your income, the expenses associated with college tuition and living for the current calendar year and the calendar year immediately prior to the year in which application is made. **Personal loans, PLUS loans, gifts and cash earnings** shall not be counted as income in this calculation. **Financial aid grants, scholarships and loans authorized by the financial aid office** in the student's name may be considered as personal income. **A trust or other account available to the student shall be considered evidence of financial dependence. If the account was created before the student entered high school, there shall be a rebuttable presumption of dependence.**
* **Copy of tax return** for the most recent tax year. Students under the age of 24 must also provide a copy of parent's tax forms (first and signature page only).
* Copies of **rent receipts, lease agreements, letters from landlord, canceled rent checks or home purchase agreements**. You must show proof of having a residence and maintaining physical presence in Washington State for **twelve consecutive months**, prior to the first day of the quarter of application.
* **Permanent full-time or part-time employment** in Washington during the one year prior to the quarter of application.
* **Copy of Washington State driver's license** if you had a license in another state, or if you drive. A license must be acquired upon moving to this state or at least one-year prior to the quarter of application. You may not wait until the expiration date of an out-of-state license. **If you don't drive**, obtain a Washington State Identification card following the same guidelines mentioned above.
* Copy of **Washington State vehicle registration** if you own or drive a vehicle for the one-year prior to the quarter of application. **A copy of your title will not suffice.**
* **Copy of Washington State Voter's Registration Card**, acquired twelve months prior to the date of application.
* **Proof of coverage for medical, life, automobile and/or property insurance** in student's name. Insurance obtained under parent/guardian policies can be considered an indication of dependence.
* Proof of having established a **bank account in Washington State**, and any other documents you may have to show that you have established "ties" with Washington for the twelve months prior to the quarter of application, i.e. clubs, organizations, etc.
* **If you are not a U.S. citizen**, but hold permanent resident immigration status, temporary resident status, or Refugee status, attach a copy of both sides of your Resident Alien Card, **Form I-94**, Temporary Resident Card or other verification of your status with the Immigration and Naturalization Service (INS). A person holding immigration status may apply for change in residence classification **one year after** applying for the qualifying visa.

**If you are financially dependent on parents (supported by a parent)**

1. For a student to apply for residency as a dependent, one or both of the student's parents or court-appointed legal guardian must have physically resided in the state of Washington for **the twelve consecutive months prior** to the quarter for which the student is applying for a change of status.

2. **The student must be identified as a dependent** on the most recent federal income tax return of the parents or court-appointed legal guardian.

**Note:** If parents are separated, student can be claimed as a dependent by **either parent**, as long as one parent has resided in Washington State for one year prior to the quarter of application and has established a domicile.

3. **The parent or legal guardian submits the following documentation showing his or her ties with Washington for a minimum of one year:**

* A copy of parent's **most recent federal tax return** identifying the applicant as a dependent (top portion only listing dependents claimed).
* A copy of parent's **rent receipts, lease or home purchase agreement** covering twelve consecutive months prior to the quarter of application.
* A copy of parent's **Washington State motor vehicle registration, and Washington driver's license.**
* A copy of parent's **Washington State voter's registration card.**
* **If parents or legal guardians are not U.S. citizens but hold permanent or temporary resident status, or Refugee status**, attach a copy of both sides of parent's Resident Alien Card, Form I-94, Temporary Resident Card, or other verification of their Status with Immigration and Naturalization Service (INS).

**Any student seeking to make a change of residency classification must file an application including written evidence with the institution. Applicants filing after the priority processing dates should be prepared to pay non-resident tuition at the deadlines.**

All questions should be referred to the designated representatives in the Registration and Records office (Library 1100), 360-867-6180, residency@evergreen.edu.