



RESIDENCY ANALYSIS FORM

OFFICE OF THE UNIVERSITY REGISTRAR, 101 Vera King Farris Drive, Campus Center Suite 203, Galloway, NJ 08205

The Residency Analysis Form is used for current students who wish to request a review of their residency status. Complete this form and submit the documents required for Proof of Domicile to establish primary residence in New Jersey as indicated below to the Office of the Registrar. Please refer to the New Jersey Administrative Code, Title 9A, Higher Education, Chapter 5 (N.J.A.C 9A:5) page 3-4 for the regulations governing Residency Requirements for Tuition Purposes at Public Colleges and Universities in New Jersey before proceeding. It is recommended that the form and all required items be submitted at least five (5) weeks before the start of the term for which you are seeking a change in tuition. Final determination of any submitted requests will be emailed to the student's Stockton email address. While we will always process requests as quickly as possible, a Change of Residency Request for Tuition Purposes may take up to four (4) weeks to process a change. Residency is not retroactive.

1. A completed, signed, and notarized Stockton University Residency Analysis Form (this form).
2. A copy of a New Jersey Driver's License or a New Jersey Non-driver photo identification and/or a New Jersey Voter Identification Card (both are preferred).
3. A copy of your New Jersey state income tax return for the most recent tax year that demonstrates you were domiciled in New Jersey for at least 12 months prior to the start date for the term in which you are requesting in-state tuition (independent student***) OR
4. A copy of your parent or legal guardian's New Jersey state income tax return for the most recent tax year that demonstrates you were domiciled in New Jersey for at least twelve (12) months prior to the start date for the term in which you are requesting in-state tuition.

Today's Date _____ First Name _____ Middle Name _____ Last Name _____

ADDRESS: _____

City _____ State _____ Zip _____

HOME TEL #: (____) _____ STOCKTON ID: Z#: _____

MOBILE TEL #: (____) _____ STOCKTON EMAIL ADDRESS: _____

STUDENT STATUS: ___ Undergraduate ___ Graduate AGE: ___ Under 24 ___ 24 and Older

INITIAL DATE OF ADMISSION TO STOCKTON UNIVERSITY: TERM _____ YEAR _____

TERM / YEAR FOR WHICH CHANGE IS REQUESTED (Circle One): FALL SPRING SUMMER YEAR: _____

I CLAIM NEW JERSEY RESIDENCY FOR TUITION PURPOSES AS (Please check ALL that apply):

- _____ a GRADUATE STUDENT who resides in NEW JERSEY,
- _____ a student who is INDEPENDENT.
- _____ a student who is INDEPENDENT by virtue of being a VETERAN of the ARMED SERVICES,
- _____ a DEPENDENT of NEW JERSEY RESIDENT PARENT(S) or U.S. COURT APPOINTED LEGAL GUARDIAN(S), 12 or more consecutive months prior to initial enrollment at Stockton University,
- _____ a SPOUSE / CIVIL UNION PARTNER of a NEW JERSEY RESIDENT.
- _____ Active military or a dependent of active military.

To be completed by THE STUDENT if you are claiming residency as an "INDEPENDENT STUDENT" or Your SPOUSE or CIVIL UNION PARTNER if you are claiming residency by virtue of "Marriage to or Civil Union with a NEW JERSEY RESIDENT."
OR

To be completed by PARENT(S) or LEGAL GUARDIAN(S) (Legal Guardian is defined as a principal appointed by a U.S. Court to act "in loco parentis" for a minor {a person under 18 years of age}) if you are claiming residency as a "DEPENDENT STUDENT."

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I FILED STATE INCOME TAX in _____ (List state)

I AM /REGISTERED to vote in (Enter applicable state and registration date): _____

I DO / DO NOT hold a valid driver's license. If "YES," please indicate: State(s) _____ Date of Issue _____

Last Renewed _____ Expiration Date _____

I DO / DO NOT own or lease a motor vehicle(s). If "YES," please indicate: State(s) in which Vehicle(s) is/are Registered _____

Car: State/Date of Issue _____ Last Renewed _____ Expiration Date _____

I DO / DO NOT use a motor vehicle owned by another person. If you do use a vehicle, please indicate the state where vehicle is registered _____

Is the vehicle registered on campus? ____ Yes ____ No Your Relationship to the Owner _____

I have previously been licensed to drive in the state(s) of: _____

My dwelling is: OWNED BY: Give Name(s) and Relationship: _____ (Date of Deed) _____

or LEASED from (Date) _____ to (Date) _____ or RENTED MONTH to MONTH at:

(Number and Street)

(County, if New Jersey)

(City, State and Zip Code)

(Telephone Number)

Address appearing on last April's (list most recent tax year) _____ FEDERAL INCOME TAX Return

(Number and Street)

(City, State, Zip Code)

For the last tax year _____, I **Filed / Did not File** a N.J. RESIDENT Personal Income Tax Return

I **Filed / Did not File** a N.J. NONRESIDENT Personal Income Tax Return

I **Filed** STATE INCOME TAX in _____ (List state)

VALIDATION

STUDENTS MUST SIGN THE STATEMENTS BELOW and obtain applicable signatures of PARENT(S), LEGAL GUARDIAN(S), or SPOUSE/CIVIL UNION PARTNER. ANY FALSE STATEMENT or withholding of pertinent information is a separable offense under the Code of Student Conduct.

(A) STATEMENT BY SPOUSE or CIVIL UNION PARTNER (if applicable): The information provided herein is true to the best of my knowledge and belief.

Signature of Spouse or Civil Union Partner _____ Date _____

(B) STATEMENT BY PARENT(S) OR LEGAL GUARDIAN(S) SUPPORTING THE DEPENDENT UNDERGRADUATE APPLICANT:

Did you, or will you claim the applicant as a dependent on your federal or state income tax return?

YES NO

The information I / WE have provided herein is true and complete to the best of MY / OUR knowledge and belief.

Signature of Student _____ Date _____

Signature of Parent/Guardian _____ Date _____

ANY CHANGE IN RESIDENCY STATUS MAY IMPACT THE STUDENT'S FINANCIAL AID PACKAGING

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(C) STUDENT'S DISCLAIMER STATEMENT: I have read both the Stockton University Policy Statement on Student Residency for Tuition Purposes and the Residency Analysis Instruction Page.

Signature of Student _____ Date _____

(D) NOTARIZED STATEMENT BY STUDENT: I affirm that the information provided by me herein is true and complete to the best of my knowledge and belief. I understand that providing false information to the University is a separable offense under the Code of Student Conduct.

Signature of Student _____ Date _____

(E) NOTARY SEAL and SIGNATURE of NOTARY:

Signature of Notary _____ Date _____

Failure to provide answers to each and every question in this Residency Analysis Form may result in the University's inability to rule on this application.

RETURN TO: THE OFFICE OF THE UNIVERSITY REGISTRAR, 101 Vera King Farris Drive, CC203, Galloway, NJ 08205

TITLE 9A. HIGHER EDUCATION CHAPTER 5. RESIDENCY REQUIREMENTS OR TUITION PURPOSES AT PUBLIC COLLEGES AND UNIVERSITIES SUBCHAPTER 1. ELIGIBILITY FOR STATE RESIDENT TUITION

N.J.A.C. 9A:5-1.1 (2013)

§ 9A:5-1.1 State domicile required

- (a) Domicile is defined as the place where a person has his or her true, fixed, permanent home and principal establishment, and to which, whenever he or she is absent, he or she has the intention of returning.
- (b) Persons residing in New Jersey for a period of 12 months before first enrolling at a public higher education institution in this State are presumed to be domiciled in this State for tuition purposes.
- (c) Persons residing in New Jersey for less than 12 months before first enrolling at a public higher education institution in this State are presumed not to be domiciled in this State for tuition purposes.
- (d) Persons presumed not to be domiciled in New Jersey or persons presumed to be domiciled in New Jersey but whose domiciliary status is challenged by the institution may demonstrate domicile in New Jersey according to N.J.A.C. 9A:5-1.2.
- (e) Residence established solely for the purpose of attending a particular educational institution does not constitute domicile for tuition purposes.
- (f) Dependent students as defined in the rules of the Higher Education Student Assistance Authority at N.J.A.C. 9A:9-2.6 are presumed to be domiciled in the state in which their parent(s) or legal guardian(s) is domiciled. Dependent students whose parent(s) or legal guardian(s) is not domiciled in New Jersey are presumed to be in the State for the temporary purpose of obtaining an education and presumed not to be domiciled in New Jersey.
- (g) A dependent student who has been determined to be eligible for State resident tuition shall continue to be eligible despite a change of domicile to another state by the student's supporting parent(s) or legal guardian(s), provided that the student continues to reside in New Jersey during each academic year of enrollment.

N.J.A.C. 9A:5-1.2 (2013)

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§ 9A:5-1.2 Evidence of domicile

(a) For the purposes of N.J.A.C. 9A:5-1.1, a student may present and/or an institution may require the following as primary evidence of being domiciled in New Jersey:

1. Copies of the student's New Jersey income tax return or evidence of withholding of New Jersey income tax, and/or copies of the parent's(s') or legal guardian's(s') income tax return or evidence of withholding of income tax.
2. Evidence of ownership of or a long-term lease on a permanent residence in this State by the student or the student's parent(s) or legal guardian(s).

(b) A student may present and/or an institution may require supplementary evidence of being domiciled in

New Jersey, which may include the following:

1. A New Jersey driver's license.
2. A New Jersey motor vehicle registration.
3. A New Jersey voter registration card.
4. A sworn, notarized statement from the student and/or his or her parent(s) or legal guardian(s) declaring domicile in New Jersey.
5. Any other supplementary evidence that the institution deems necessary to support the student's claim of domicile in New Jersey, including, but not limited to, evidence regarding the domicile of a student's parent(s) or legal guardian(s) for students whose domicile is determined by the institution to be with their parent(s) or legal guardian(s).

(c) If primary evidence of domicile is not available due to the loss or destruction of records or other unusual circumstances, the institution may make a determination based exclusively on supplementary evidence.

(d) In every instance, the institution shall keep with the student's records copies of the evidence it used in determining domicile pursuant to this section.

N.J.A.C. 9A:5-1.3 (2013)

§ 9A:5-1.3 Determination; reconsideration of initial decision

(a) The institution shall decide each case of student domicile, as defined at N.J.A.C. 9A:5-1.1(a), on the basis of evidence submitted.

(b) A student who disagrees with the institution's initial determination of domicile shall be entitled to file with the institution a request for reconsideration. The institution shall publish in appropriate official documents, such as catalogues and student handbooks, the procedures for filing such a request. An administrator who did not participate in the initial determination of domicile shall act on the reconsideration request.

(c) A student may request reconsideration of domiciliary status at any time if the student's circumstances have changed. If a request for reconsideration results in eligibility for in-State tuition, the in-State rate shall not be retroactive but shall apply to charges for the next academic term.

(d) The institution's determination of a student's domicile is final.