



RESIDENCY CLASSIFICATION INFORMATION

Deadlines:

- Applications for establishing Washington state residency are encouraged at least one month prior to the beginning of the quarter for which the student will claim residency.
- If ALL necessary documents are not submitted in a timely manner or the questionnaire is unsigned or incomplete, the deadline has **NOT** been met.
- The date that the missing documents are submitted and/or questionnaire signed and completed is the official date of receipt of the application.

Applications received after the 30th calendar day of the quarter shall become effective, if granted, the next quarter of the student's registration.

Determination of Residency:

To be considered a resident, a student must be a U.S. citizen or a permanent resident of the U.S. for at least one year, must have been physically present in Washington state and have establish Washington as their true, fixed and permanent home for purposes other than education for 12 consecutive months prior to the beginning of the quarter for which they are applying for residency.

Proof or Residency:

No single factor or specific combination of factors provide a guarantee that domicile has been established.

- Student seeking residency should submit supporting documentation for the following which may be considered in a determination of domicile:
 - * A copy of Washington state driver's license or identification card;
 - * A copy of current voter's registration card;
 - * A copy of motor vehicle registration;
 - * A copy of lease agreement or home purchase papers;
 - * A copy of the front page of the federal income tax return for the previous year;
 - * Certification of bank account in Washington;
 - * Copy (front & back) of your Permanent Resident Card (if applicable);
 - * Receipts from Immigration and Naturalization Service that show the date your application for Permanent Resident status was filed (if applicable).

A student can not qualify as a legal resident of Washington for tuition calculation purposes if s/he possesses a valid out-of-state driver's license, vehicle registration, or other documentation that give evidence of being a legal resident in another state.

The domicile of any qualified person including a married woman, shall be determined according to the individual's situation and circumstances rather than by marital status or gender.

Financial Independence/Dependence:

- Student who is financially **independent** (not claimed as a dependent by parents and pays more than 50% of all expenses such as room, board, tuition, books and supplies) must provide a true and correct copy of their federal income tax return for the previous calendar year or a true and correct copy of their W-2 form filed for the previous calendar year;
- Student who is financially **dependent** (claimed as a dependent on federal tax return of parents or guardian), must attach a true and correct copy of the first page of their parent's or legal guardian's federal income tax return for the previous calendar year;
- If student is financially dependent, parents or guardians (one or both) must have maintained a bona fide domicile in Washington for at least one year immediately prior to the beginning of the quarter for which the student claims residency.

Out of State Financial Assistance

- Students attending Seattle Central Community College and receiving financial assistance from another state or government unit/agency are not eligible to pay resident tuition/fees for one year after the completion of the continuing qualification for such financial assistance.

EXEMPTIONS FROM NON-RESIDENT PORTION OF TUITION:

Certain non-resident students shall be entitled to pay resident tuition and fees; or, resident tuition fees and 25% of resident operating fees, if they provide documented evidence that they reside in the state of Washington and:

- 1) Hold a graduate service appointment, designated as such by a Washington State public institution of high education, for not less than 20 hours per week; or
- 2) Is employed for an academic department of a Washington State public institution of higher education, in support of the instructional or research programs involving not less than twenty hours per week; or
- 3) Is a faculty member, classified staff member or administratively exempt employee holding not less than a half- time appointment at a Washington State public institutions of higher education, or the spouse or dependent child of such as person; or
- 4) Is an immigrant having refugee classification from the U.S. Immigration and Naturalization Service or the spouse or dependent child of such refugee, if the refugee is: (a) on parole status, or (b) has received an immigrant visa, or (c) has applied for United States citizenship; or
- 5) Is an active duty military personnel stationed in Washington State or the spouse or dependent child of such person; or
- 6) National Guardsmen stationed in Washington State; or

7) Is a non-citizen Washington high school graduate.

Effective July 1, 2003, individuals who are not permanent resident or U.S. citizen **may** be eligible for resident tuition if they meet all of the following **3** criteria:

- (a) Received a diploma from a Washington high school or the equivalent of a diploma in Washington state,
- (b) Lived in Washington for at least 3 years prior to receiving their diploma or its equivalent,
- (c) Continuously resided in Washington since receiving the high school diploma or its equivalent.

Students who meet all of the above criteria are required to provide a completed [Washington Higher Education Residency](#) affidavit.

Students not citizens of the United States are not eligible to pay resident tuition and fees until they have obtained permanent or temporary resident status, "Refugee Parolee" or "Conditional Entrant" status with the Immigration and Naturalization Service or are permanently residing in the United State under color of law and comply with all applicable residence classification requirements (see Exemption #4).

Students with F-1 or M-1 Visa:

The time that the student is attending an educational institution in Washington on a student visa does not apply toward the 12-month residency requirements for establishing residency in the state of Washington for tuition purposes.

Residency Process

If the student has filed a **complete** application for a change in resident status by the appropriate deadline and notification of the determination of change of residency status has not been given prior to the student's registration, the student should seek an **"INSTITUTIONAL DELAY OF TUITION"** from the Registrar to qualify to delay tuition through the 8th day of the quarter. If the student is not notified that a determination has been made regarding the residency by the delay payment deadline, the student will be required to pay the full non-resident tuition and fees. (Please be aware that there is no delay payment for summer quarter. Tuition and fees are due at the time of registration.)

If a student's classification is changed from non-resident to resident after the quarter has begun and application was made during the **FIRST 30 CALENDAR DAYS OF THE QUARTER**, the institution will refund to the student the difference between resident and non-resident fees.

MAIL OR DELIVER the completed Questionnaire **and** all supporting documents to:

SEATTLE CENTRAL COMMUNITY COLLEGE
DIVISION OF REGISTRATION AND RECORDS
1701 BROADWAY - RM. BE 1104B
SEATTLE, WA 98122

All requests for a change in residency status will be reviewed followed by notification of the decision or contacted for additional information. ***It is recommended that the student respond quickly to the notification for additional information.***

Students who have questions concerning residence classification may contact the Registrar's Office at (206) 587 – 4397.

The Colleges within Seattle Community College District VI reserve the right to make changes in the contents and provisions to apply to this form for residency without notice.