



Petition for Resident Tuition Classification

Revised 6/6/17

Instructions:

Answer all questions on this form and attach the required supporting documentation. Submission of the petition does not guarantee approval. **Incomplete petitions will not be accepted.** Please return the petition and required documentation to any campus Enrollment Services office. Applications received after the deadline will be evaluated for the following term. Students will receive updates via their MYTCC E-mail account. Please allow 2-3 weeks for processing and evaluation of your petition. Failure to include all supporting documentation will delay processing. **Resident reclassification is not granted on a retroactive basis.**

Deadlines:

- Fall- October 31st*
- Spring- March 31*
- Summer- June 30*

For short term class starting after the published deadline, petitions must be received by the second class meeting.

SECTION 1: STUDENT INFORMATION

First Name Middle Name Last Name

CWID : T Date of Birth

Permanent Address Years at this address:

City State Zip Code

Current Address Years at this address:

City State Zip Code

Phone Number MyTCC Email

Place of Birth: City/State/Country

Are you a citizen of the United States or a Permanent Resident? Yes No IF APPLICABLE, PLEASE ATTACH A COPY OF YOUR PERMANENT RESIDENT CARD

If no, what is your classification? Date VISA Issued:

For what term and year are you requesting resident tuition to BEGIN? (Fall, Spring, Summer & Year)

SECTION 2- REASON FOR RECLASSIFICATION

Check the description that best describes your reason for petitioning for resident reclassification.

| RECLASSIFICATION RATIONALE DESCRIPTION | REQUIRED SUPPORTING DOCUMENTATION |
|---|--|
| <input type="checkbox"/> A. I am a dependent person and my parent or legal guardian (who is a U.S. citizen or lawful permanent resident) has lived continuously in Oklahoma for at least 12 months, and has established domicile in Oklahoma. | - Parent/guardian's Federal Income Tax Return form 1040 OR legal documentation of custody or guardianship - Parent/guardian's Proof of Oklahoma domicile: Oklahoma State Income Tax Return form 511 AND Oklahoma mortgage statement or lease agreement spanning at least 12 months |
| <input type="checkbox"/> B. I am a dependent person and my parent or legal guardian has come to Oklahoma to work full-time or practice a profession on a full-time basis. | - Parent/guardian's most recent Federal Income Tax Return form 1040 OR legal documentation of custody or guardianship - Proof of parent/guardian's Oklahoma domicile: Oklahoma mortgage statement or lease agreement spanning at least 12 months AND latest Oklahoma tax return) - Current letter from employer on company letterhead that is dated, signed by a company official, indicates date of hire, and clarifies full-time employment status and indicates employee moved here to accept full time employment or was transferred to Oklahoma by the company. |
| <input type="checkbox"/> C. I am an independent person, am a U.S. citizen or lawful permanent resident, have lived continuously in Oklahoma for at least 12 continuous months (not attending a higher education institution for more than 6 hours a semester), and have established domicile in Oklahoma. | - Proof of Oklahoma domicile: Oklahoma State Income Tax Return form 511 AND Oklahoma mortgage statement or lease agreement spanning at least 12 months |

| RECLASSIFICATION RATIONALE DESCRIPTION | REQUIRED SUPPORTING DOCUMENTATION |
|--|---|
| <input type="checkbox"/> D. I am an independent person and have come to Oklahoma to work full-time or to practice a profession on a full-time basis. | - Proof of Oklahoma domicile: Oklahoma mortgage statement or lease agreement - Current letter from employer on company letterhead that is dated, signed by a company official, indicates date of hire, and clarifies full-time employment status and indicates employee moved here to accept full time employment or was transferred to Oklahoma by the company. |
| <input type="checkbox"/> E. I am married to an individual who has already established Oklahoma domicile and is recognized as in-state. Children who are dependants for tax purposes also qualify. | - Copy of marriage license - Spouse's Oklahoma State Income Tax Return form 511 - Copy of current Oklahoma mortgage statement or lease agreement spanning 12 months |
| <input type="checkbox"/> F. I am (or am the dependent of an individual) on full-time, active duty status of more than thirty (30) days with the uniformed services (Army, Navy, Air Force, Marine Corps, Coast Guard, National Oceanic and Atmospheric Administration, and Public Health Service) and stationed in Oklahoma. | -Copy of member's current orders or letter from Oklahoma commanding officer verifying member's full-time status in OK -If a dependent, parent/guardian's most recent Federal Income Tax Return form 1040 or legal documentation of custody or guardianship |
| <input type="checkbox"/> G. I am the dependent of an individual currently serving as a member of the active uniformed services (Army, Navy, Air Force, Marine Corps, Coast Guard, National Oceanic and Atmospheric Administration, and Public Health Service) of the United States on fulltime, active duty status of more than thirty (30) days and Oklahoma is my home of record. | -Copy of member's current orders. -If a dependent, parent/guardian's most recent Federal Income Tax Return form 1040 or legal documentation of custody or guardianship. |
| <input type="checkbox"/> H. I am (or am the dependent of an individual) that has been discharged or released from a period of not fewer than ninety (90) days of active, uniformed service. Discharge has been less than five (5) years and Oklahoma is my home of record. | -DD-214 Certificate of Release or Discharge -If a dependent, parent/guardian's most recent Federal Income Tax Return form 1040 or legal documentation of custody or guardianship. |
| <input type="checkbox"/> I. I am (or am the dependent of an individual) that has been discharged or released from a period of not fewer than ninety (90) days of active, uniformed service. Discharge has been less than five (5) years and Oklahoma is NOT my home of record. | -Certificate of Eligibility with entitlement for Chapter 30 Montgomery GI Bill (Active Duty), Chapter 33 Post 9/11 GI Bill (Veteran) or Chapter 33 Post 9/11 GI Bill (Dependent Transfer of Entitlement) -DD-214 Certificate of Release or Discharge -Letter of Intent to establish Oklahoma as state of residency -If a dependent, parent/guardian's most recent Federal Income Tax Return form 1040 or legal documentation of custody or guardianship. |
| <input type="checkbox"/> J. I am the dependent of a Military Reserve member that has been on full-time active duty status for more than thirty (30) days and Oklahoma is the home of record. | -Copy of Reserve member's current orders -Most recent Federal Income Tax Return form 1040. |
| <input type="checkbox"/> K. You do not fit any of the categories above and/or meet the eligibility requirements for Resident Tuition, however, you plan to apply for a Non-Resident Tuition Waiver. | |

SECTION 3- EDUCATIONAL HISTORY

Name and location of High School Graduation date (if applicable)

Have you attended a college or university during the past two years? Yes, List below. No

| COLLEGE/UNIVERSITY | STATE | DATE ATTENDED FROM: (MONTH/YEAR) | DATE ATTENDED TO: (MONTH/YEAR) | RECIEVED RESIDENT TUITION (YES/NO) Please provide evidence. |
|--------------------|-------|-------------------------------------|-----------------------------------|---|
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SECTION 4- ADDRESS

Have you lived in Oklahoma for the past 12 months? Yes No

List below dates and places of residence for the past 3 years in chronological order.

| ADDRESS(ES) | DATE FROM: (MONTH/YEAR) | DATE TO: (MONTH/YEAR) |
|-------------|-------------------------|-----------------------|
| | | |
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SECTION 5: PARENT'S ADDRESS- Only to be answered if Student is a dependent for tax purposes

Were you claimed as a dependent on anyone else's Federal Income Tax return for at least the last year?

Yes **If yes, please complete all information in this section.** No **If no, skip to Section 6.**

Name of Parent/Legal Guardian who claimed you as a dependent

Relationship:

Address Years at this address:

City State Zip Code Phone Number

My parent(s)/legal guardian(s) are in the United States as: U.S. Citizen Permanent Resident Non U.S. Citizen

If Non U.S. Citizen, what is your parents classification?

Date VISA Issued:

SECTION 6- INTENT

Did you come to Oklahoma primarily to attend school? Yes No

Do you intend to enroll in more than 6 credit hours? Yes No

Did you come to Oklahoma to work full-time, practice a profession or conduct a full-time business? Yes No

SECTION 7- EMPLOYMENT & TAXES- List employment of student, parent(s)/guardian(s), or spouse.

| DATES EMPLOYED FROM: (MO/YR) | DATES EMPLOYED TO: (MO/YR) | EMPLOYER (FIRM) (List all employers for the past two years in chronological order) | CITY AND STATE | HOURS WORKED PER WEEK |
|------------------------------|----------------------------|---|----------------|-----------------------|
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| | | | | |

Have you accepted future employment in Oklahoma? Yes No If yes, list start date of future employment

Did you file an Oklahoma Income Tax return in the last 12 months? Yes No If yes, list years you have filed Oklahoma tax returns

If you did NOT file in Oklahoma the past 12 months, please state the reasons

List years you filed income tax returns in another state Is Oklahoma tax currently being withheld? Yes No

SECTION 8- MARITAL STATUS

Are you married? Yes No. If no, skip to section 9

List the name of your spouse

My spouse is in the United States as: U.S. Citizen Permanent Resident Non U.S. Citizen

Has your spouse established in-state status in Oklahoma? Yes No If yes, how long has your spouse lived in Oklahoma?

Is your spouse employed full-time in Oklahoma? Yes **If yes, enter spouse's employment in Section 7.** No

SECTION 9- PEITIONER'S STATEMENT (attach typed statement if necessary)

Please provide a written statement that covers the primary reason for your move to Oklahoma and any other information that you believe is relevant to your request for resident tuition not already requested through this petition.

I hereby swear and affirm that the answers given in this petition are accurate and complete, and that all documents attached hereto are true copies of the original documents requested.

Signature of Petitioner Date Signature of Parent or Guardian (if applicable) Date

- Approved
- Denied

By: Date

Comments: