UNIVERSITY OF MAINE SYSTEM
REQUEST FOR CHANGE OF RESIDENCE STATUS

The attached application and this cover sheet are to be completed by any student attending The University of Maine at Augusta as a nonresident and who wishes to be considered a Maine resident for tuition purposes. The completed application with all required documentation attached and this cover sheet are to be sent to the Office of Student Accounts via mail at Student Accounts, 46 University Drive, Augusta, ME 04330, or via email at studentaccounts@maine.edu. All applications must be received no later than the first day of classes for the fall, spring or summer term for which residency is requested. Applications may not be retroactive.

Typically, one of the five conditions listed below must be met in order for a student to be approved for a change of residency status. Please check the condition(s) under which you are applying for a change of status and include this sheet as the cover of your completed application.

_____ (Initial) I have read the attached University of Maine System Residency Guidelines which provide additional details regarding the criteria used to determine residency.

_____ 1. The applicant has lived in the State of Maine, for other than educational purposes one year prior to registration (non-matriculated students) or application for enrollment (matriculated students).

A residence established for the purpose of attending a UMS campus shall not constitute domicile. The burden of proof will be on the student to prove that he or she has established Maine domicile for other than educational purposes. Documentation of ties to the community that go beyond those typical for a student is required. Letters demonstrating active involvement in state/community-based activities are encouraged to he included with supporting documentation.

_____ 2. The applicant is dependent upon his/her parents or legally-appointed guardians and his/her parents or legally-appointed guardians have been domiciled in Maine for the prior year.

_____ 3. The spouse of the applicant or domestic partner of the applicant currently has continuous, permanent full-time employment in Maine and their employment began at least 12 months prior to the applicant registering or applying for enrollment at UMA.

_____ 4. The applicant is the spouse or the domestic partner of a Maine resident who can demonstrate Maine domicile one year prior to the student registering or applying for enrollment

_____ 5. The applicant is a member of, a dependent of a member of, or is the spouse or domestic partner of a member of the United States Armed Forces actively stationed in Maine or, ifactively stationed elsewhere, a member who has maintained Maine as his/her domicile. A dependent, spouse or domestic partner must be using education benefits to qualify for instate tuition if other criteria are not met.

_____

(Name – Please Print) (Student ID)

_____

(Signature) (Date)

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INSTRUCTIONS

This form is to be completed by those whose admission to the University of Maine System was that of a nonresident, and who now wish to be considered a Maine resident for tuition purposes. This form is to be sent to the appropriate campus officer on or before the first day of classes for the summer, fall or spring semester for which residency is requested. Further instructions will be available at the campus office which issues this form.

Please answer all questions completely, using "NONE" or "N/A" for those questions which do not apply to your situation. If you need more space or wish to make a further statement, feel free to attach pages, clearly indicating the subject of each addition.

PLEASE PRINT OR TYPE

1. Name _____ Social Security No._____
   Last First Middle
2. Present Address own ☐
   Rent ☐ _____
   Number Street Apt#
   _____
   City State Zip Telephone Area
3. Permanent Address own ☐
   Rent ☐ _____
   Number Street Apt#
   _____
   City State Zip Telephone Area
4. Date of Birth _____/_____/_____ Place of Birth_____
   Month Day Year City State
5. Father's Name_____
   Last First Middle
   His address_____
   Number Street City State Zip
   Since _____/_____/_____ Home Phone (____) _____-_____ Business Phone (____) _____-_____
   Month Day Year Area Area
6. Mother's Name_____
   Last First Middle
   His address_____
   Number Street City State Zip
   Since ____/____/____Home Phone (____) _____-_____ Business Phone (____) _____-_____
   Month Day Year Area Area
7. If married, spouse's name_____
   Last First Middle
   Address_____
   Number Street City State Zip
   Since _____/_____/_____
   Month Day Year

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8. Do you have a guardian? ☐ No; ☐ Yes ☐ Legal; ☐ Informal.
   Guardian's name _____ Date of Court Order Mo/Day/Year
   Last First Middle
   Address_____ Since Mo/Day/Year

9. List all Colleges/Universities attended in the last 3 years.

Institution	State	Date Attended from	Date Attended to	Degree Program	In-State Tuition
Institution 1	State	From mo/da/year	To mo/da/year	Program	Yes or No
Institution 2	State	From mo/da/year	To mo/da/year	Program	Yes or No
Institution 3	State	From mo/da/year	To mo/da/year	Program	Yes or No

10. Number of credit hours currently registered for_____

11. Have you been enrolled each semester since your first entry? Yes ☐ No ☐

12. If not, explain interruption (cause, where you resided, type of work or services, dates)
    _____
    _____

13. Name and location of last high school attended_____
    High School City State

14. List all employers, employers' addresses, dates of employment in past 2 years.

Employer	City	State	Hours Per Week	Dates Employed from	Dates Employed to
Employer 1	City	State	Hours	From mo/da/year	To mo/da/year
Employer 2	City	State	Hours	From mo/da/year	To mo/da/year
Employer 3	City	State	Hours	From mo/da/year	To mo/da/year

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15. Date of arrival in Maine ____/____/____

List all addresses where you have resided in the immediately preceding 2 years. Give inclusive month/day/year for each residence, including current residence and the reason you resided at that address, for example, parents' residence, employment, etc.

Address	City	State	From mo/da/year	To mo/da/year
Reason				
Address	City	State	From mo/da/year	To mo/da/year
Reason				
Address	City	State	From mo/da/year	To mo/da/year
Reason				
Address	City	State	From mo/da/year	To mo/da/year
Reason				

16. How many continuous months have you resided in the state of Maine? _____

17. If you have been absent from Maine excluding holidays in the immediately preceding twelve months, please describe below.

From mo/da/year	To mo/da/year	Reason
From mo/da/year	To mo/da/year	Reason
From mo/da/year	To mo/da/year	Reason
From mo/da/year	To mo/da/year	Reason

18. List dates and states of each place in which you have registered to vote in the past 2 years.

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Date of Registration		State
From __/__/__ mo day year	To __/__/__ mo day year	State
From __/__/__ mo day year	To __/__/__ mo day year	State

19. What state(s) has withheld state income taxes from your salary in the past 2 years? (Indicate all states for each year listed.)

Tax Year	State or States
Jan. 1 to Dec. 31 20__	State
Jan. 1 to Dec. 31 20__	State

20. What state did you list as your legal residence on your last Federal Income Tax Return? _____

21. Have you operated a motor vehicle in the past 12 months? ☐ No; ☐ Yes.

Your license number_____ State_____ Expiration Date_____

When was your license last renewed? _____
Month Year

If you own a motor vehicle, what is the registration number?_____ State_____

Names of the registered owner(s) of the vehicle(s) you operated? _____

Address of registered owner_____
Address City State

22. Do you own any real property? ☐ No; ☐ Yes. Type of property

_____
(residence, farm, business, etc.)

Location_____Date of Purchase____/____/____
Month Day Year

23. Do you have a bank account (checking or savings)? [ ] No; [ ] Yes. If yes, complete this section.

Bank	City	State	Account Opened	Type of Account	
Bank	City	State	_____/_____ Month Year	Checking ☐	Savings ☐
Bank	City	State	_____/_____ Month Year	Checking ☐	Savings ☐

24. What are your career plans upon completion of your studies? _____
_____

25. Do you intend to relinquish your residency in any other state and establish it in Maine? _____
How long do you intend to reside in Maine? _____

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26. What state do you consider your permanent abode? _____ List any other information which may be pertinent to your classification as a Maine resident for tuition purposes:

_____

_____

_____

27. Are you receiving financial assistance from any state other than Maine? ☐ No; ☐ Yes.
If yes, complete this section. Type of assistance:

_____

Date received: _____/_____/_____
Month Day Year

Name of granting agency _____
City State

28. If you applied for federal financial aid, what state did you indicate as your legal residence on your application? _____

29. Did your parents or legal guardian claim you as a dependent on federal or state invome tax returns in the immediate past tax year?
☐ No; ☐ Yes. If yes, who: ☐ Father; ☐ Mother; ☐ Guardian.

30. If presently independent of parents' support, indicate how you are financing living and tuition expenses.

_____

_____

31. Have you served in the U.S. Armed Forces? ☐ No; ☐ Yes. If yes, complete this section

a. Place of induction _____ Date _____/_____/_____ Age when inducted_____
City State Month Day Year

b. Permanent home of record on your original entry papers_____
City State

Permanent home of record on your separation papers (DD-214) _____
City State

c. Indicate each city and state in which you purchased real property while in the service.

_____ _____
City State City State

32. Indicate city, state, and date of draft registration.

_____ ____/____/____
City State Month Day Year

33. Are you a citizen of the United States? ☐ No; ☐ Yes. If no, complete this section.
Country of Citizenship _____ Date of entry into United States____/____/____
☐ Immigration

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Type of Visa: ☐ Student ☐ Diplomatic

If Immigrant, Alien Registration No. _____-_____-_____

34. Are you a dependent of a member of the United States Armed Forces? ☐ No; ☐ Yes.
If yes, address of military station

_____

Address City State Zip

ALL PETITIONERS MUST COMPLETE THIS SECTION

I am declaring Maine as my state legal residence for tuition purposes. I certify that the information presented in support of this application is true and correct.

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Date _____ Signed _____

Sworn and subscribed before me this _____ day of _____, 20_____.

_____
Notary Public

My commission expires _____

Note:

To support your claim of residency, please attach the following documents to this application:

1. Certification of voter registration from the town or city clerk of your community.
2. Rent receipts or copy of the lease covering the previous 12 months of your residence in Maine.
3. Copy of driver's license.
4. Copy of automobile registration.
5. Copy of current bank account statement.
6. Copy of your parents' Federal income tax form 1040 (excluding schedule) for most recent tax year.
7. Copy of your state income tax form (excluding schedule) for most recent tax year.
8. Other documents that you feel appropriate for support of your claim of residence.

UNIVERSITY USE ONLY

Action for Change of Residence Status:

_____

Yes No Campus Officer

Effective Date (if approved) _____

Comments:

_____

_____

Appeals:

_____

Yes No Date Vice Chancellor of Finance and Administration

_____

Yes No Date Treasurer, University of Maine System