

University of Colorado at Denver Petition for In-State Tuition

Use this petition form only if:

- 1) You are currently paying out-of-state tuition
- 2) You are claiming emancipation
- 3) It is requested by the Residency Officer

Mail completed petition to:

University of Colorado at Denver
Attn: Residency Officer
Campus Box 167, P.O. Box 173364
Denver, CO 80217-3364

Indicate the semester/year for which you are petitioning: Spring Summer Fall 20 ____

Student Name _____ STUDENT ID # _____ Daytime Phone () _____ - _____

Address _____

Street	City	State	Zip Code
Marital Status _____	Date of Marriage _____ / _____ / _____	Birth Date _____ / _____ / _____	Age _____

Name of person completing this Form if different from above: _____ Relationship _____

Address _____
City State Zip Code

You must answer each of the following questions and attach all required copies. Failure to include required documentation will render the petition invalid. If you turned 22 in the twelve months proceeding the term for which in-state classification is sought, OR if the student is an undergraduate, and less than 23, then the parent or court-appointed, legal guardian should complete the petition.

1. **Yes** **No** Are you a U.S. Citizen?
 Yes **No** If **no**, do you hold an immigrant visa?
- Attach a photocopy of both sides of your immigrant card-both the student's and parent's if student is under the age of 23.
 - If Visa is non-educational, attach a copy and an explanation for its issuance.

2. List specific dates during which you have most recently resided in Colorado:
 _____ / _____ / _____ to _____ / _____ / _____ and _____ / _____ / _____ to _____ / _____ / _____
- Attach proof of your presence in Colorado for the 12 months prior to the term for which you are petitioning (e.g., rent receipts, lease copy, utility bills, landlord's statement, etc.)

Have you left the state for any reason since that time? **Yes** **No**
 If yes, **From** Month _____ Day _____ Year _____ **TO** Month _____ Day _____ Year _____
 Please explain any absences of more than one year. Give supporting evidence.

3. **Yes** **No** Have you filed a Colorado state income tax return?
 If **yes**, for which years? _____, _____, _____, _____
- Attach a copy of your **Colorado** (not federal) income tax return for the **most recent** one or two years that you filed. Submit W-2 forms if you **did not** file.

For which years did you file in another state? _____, _____, _____, _____

Which state? _____

If you did not file a Colorado return in the past 12 months, please state the reason:

4. List all employment for the past two years.

Employer	Location	Exact Dates

- Attach a statement from each Colorado employer verifying exact dates of employment.

5. **Yes** **No** Did you accept employment in Colorado prior to moving here?

- If **yes**, attach a copy of your employment contract or other proof.

6. **Yes** **No** Are you a registered voter?

In what state are you registered? _____ Date of registration Month _____ Day _____ Year _____

- If registered, attach a copy of your *Certificate of Registration* from the County Clerk

7. **Yes** **No** Do you own a motor vehicle?

In what state is it licensed? _____ Dates of Colorado registration Month _____ Day _____ Year _____

- Attach copies of all Colorado vehicle registrations for the past year.

8. **Yes** **No** Do you have a motor vehicle operator's license?

In what state was it issued? _____ Date of issue Month _____ Day _____ Year _____

- Attach copies of all Colorado Driver's License or Colorado ID for the past year.

9. **Yes** **No** Do you own property in Colorado which is your principal residence?

Date of purchase? Month _____ Day _____ Year _____

Address, if different from page 1 _____

- Attach copies showing the date the contract for purchase was signed or warranty deed date.

10. **Yes** **No** Do you maintain a home(s) in another state?

11. **Yes** **No** Did you graduate from a Colorado high school?

12. **Yes** **No** Did you attend any college or university in the past two years, including CU?

If **yes**, at which school(s) were you assessed non-resident tuition? _____

13. **Yes** **No** Have you **served** in the armed forces during the past two years?

If **yes**, list dates of service: From _____ to _____

What dates were you stationed in Colorado? From _____ to _____

Yes **No** Have you taken military waiver on Colorado license plates?

Yes **No** Have you changed your state of legal residence for income tax purposes to Colorado?

If so, when? _____

- Attach a **verified** copy of your most recent W-4 on file with your military personnel office OR copies of your *Leave and Earnings* statements for the past 12 months. If discharged, a copy of your DD Form 214 should be included.

- If you are emancipated (over the age of 23 or married) skip to Item 20. All petitioners **must** complete items 20 and 21.

If you are under the age of 23 or married less than one year, and are claiming emancipation you must complete sections 14-19.

Emancipation Information

14. Attach copies of your parents' federal income tax returns for the years you have been emancipated and have each parent complete question 19.

List all funds provided to you by your parents during the past 18 months by month, year, and amount.

Month _____ Year _____ Amount _____

Month _____ Year _____ Amount _____

Month _____ Year _____ Amount _____

15. List your parents' home address(es) and the dates of all periods of residence with them in the past two years (by month, day, and year).

_____ From _____ To _____

_____ From _____ To _____

16. Beginning with the month that is exactly one year before the term for which you are petitioning (your 12-month waiting period), list all your expenses. Estimate expenses for future months. Students applying for the fall term will begin with the previous September; students applying for the spring term will begin with the previous January; and students applying for summer session will begin with the previous June. Indicate the month and year of your "Month 1". _____

	Tuition and Fees	Rent/Mortgage	Food	Additional Expenses *
Month 1	_____	_____	_____	_____
Month 2	_____	_____	_____	_____
Month 3	_____	_____	_____	_____
Month 4	_____	_____	_____	_____
Month 5	_____	_____	_____	_____
Month 6	_____	_____	_____	_____
Month 7	_____	_____	_____	_____
Month 8	_____	_____	_____	_____
Month 9	_____	_____	_____	_____
Month 10	_____	_____	_____	_____
Month 11	_____	_____	_____	_____
Month 12	_____	_____	_____	_____

Total Expenses (all columns) for year: _____

*"Additional expenses" include utilities, telephone, transportation, medical, recreation, insurance, books, supplies, and all other expenses.

17. In support of your claim or emancipation, you must make a complete financial disclosure. Documentation must be provided and labeled for all relevant parts of question 17a-f. (For example 17a, 17b, etc.)

a. List all sources of financial support during your 12-month waiting period. This should include income from employment; commercial loan; college financial aid; personal savings; trust funds; gifts and loans from parents, other relatives, and friends; and all other sources. **Provide documentation for each income source listed that clearly indicates the amount of income received and the date of receipt.**

18. If you will not be 23 years of age by the first day of the term for which you are petitioning, indicate your anticipated source of financial support for your college education and all other expenses until your twenty third birthday. List each income source. Attach any available documentation for each source, including records of savings, loan applications, financial aid award letters, letters from persons who will provide gifts of loans, or other relevant evidence.

Parent's Statement for Minor Claiming Emancipation

This section is only for the parents of minors who are claiming emancipation. Notarized signatures by both parents are required.

19. I (We) _____, the parent(s) of _____
Name(s) of parent(s) Minor's Name

Have entirely surrendered the right to care, custody, and earnings of said minor as of:

Month _____ Day _____ Year _____

The last time I (we) claimed this minor as a state or federal income tax exemption was:

Month _____ Day _____ Year _____ and s/he will not be so claimed in this or any subsequent years.

The only support I (we) have provided to this minor since emancipation has been

_____.

The emancipation referred to herein is an absolute emancipation for all purposes whatsoever, and was not done for the purposes of tuition classification. If divorced, we certify that there is no court order in effect that requires the payment of child support on behalf of this minor.

Father's Signature

Mother's Signature

Each parent must sign, even though only one might have custody.

State of _____)

County of _____)

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

Signature of Notary Public

My commission expires: _____

SEAL _____

Note: If upon periodic re-examination of an individual's status as an emancipated minor, it appears that the student is no longer emancipated, the student is subject to being reclassified as out-of-state for tuition purposes. Evidence that a minor is no longer emancipated may include support by parent(s) or being claimed as a tax exemption by parent(s).

For employment income, list total take-home pay (as documented by W-2 forms, payroll statements, or letters from employers) during the 12-month waiting period, not hourly or monthly wages. For any unreported income such as tips income, provide statements from employers verifying the amounts.

Source	Address	Date of Receipt	Amount
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Total amount listed must equal or exceed expenses listed in question 16.

Total: _____

b. List all financial accounts you held during the 12-month waiting period. Include savings accounts, checking accounts, brokerage accounts, and all other accounts of any kind.

Provide copies of all monthly statements from these accounts during the 12-month waiting period. In addition, the original source of funds in these accounts must be documented. In part "a" above, you must list the net funds used from these accounts during the 12-month waiting period (the difference between your balance at the beginning of the waiting period and your current balance).

Institution and Account Number Dates Account Type of Original Active Account Source

Institution and Account Number	Dates Account Active	Type of Account	Original Source
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

c. List any other assets held during the 12-month waiting period. Such assets include real estate, trust funds, or any other source of income.

Provide documentation of your ownership of each asset and documentation of the amount of funds available to you from each asset during the 12-month waiting period. In addition, the original source of each asset must be documented. In part "a" above, you must also account for the net funds used from these assets during the 12-month waiting period.

Type of Asset	Date of Acquisition	Value at Beginning of Waiting Period	Original Source
_____	_____	_____	_____

d. If you are the beneficiary of a trust fund, attach a copy of the trust agreement and documentation stating the dates and amounts of any funds provided to the trust and the names of the persons providing such funds. Funds you have received from the trust during the 12-month waiting period must be documented by account statements or statements from the trustee.

e. If friends or relatives provided loans or gifts, documentation must include statements from those individuals and from your parents indicating whether the grantor has been, or expects to be, compensated by your parents for such loans or gifts. Also provide copies of cancelled checks.

f. If you sold personal possessions for income to meet expenses, provide copies of sales receipts.

20. Explain why you regard Colorado as your permanent home. If you are a student, indicate your plans for residence and employment after you leave the University. Supply any and all additional information you feel can help show your intent to make Colorado your permanent home. If applicable, also supply any and all information you feel can help show your emancipation from your parents. Attach any relevant documentation. If you are the student's parent or guardian, please indicate the expected duration of your residency and employment (if employed) in Colorado.

21. Any false information or falsified supporting document included in this petition may subject you to both criminal charges and University disciplinary proceedings, and out-of-state tuition may be retroactively assessed.

I hereby swear and affirm that the answers given in this petition are accurate and complete, and that all documents attached hereto are true and unaltered copies or the original documents. If my circumstances change, affecting the tuition status requested by this petition, I agree to notify the Tuition Classification Officer in writing within 15 days after such change.

Signature of Petitioner _____ Date _____

Signature of Notary Public _____ My commission County
of _____ State of _____ expires _____

Sworn and subscribed to me on this _____ day of _____, 20_____.

Checklist: Did you remember to...

The deadline for petitioning residency is the first day of the semester for which you are petitioning.

- Provide photocopies of documentation for both intent and physical presence?
- Answer all applicable questions and attach all required documentation?
- Sign the petition and have your petition Notarized? (See item 21)
- If you will be an undergraduate student under 23 years of age on the first day of the semester, did you answer sections 14 - 19 completely? Did you provide copies of your parent's federal tax forms?
- If you have been in the military within the last year, did you include copies of your LES's?
- If you are a resident alien, have you included the necessary I.N.S. documentation?
- Keep a copy of all materials for your records?

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