



NEVADA STATE COLLEGE

Office of the Registrar
1125 Nevada State Dr.
Henderson, NV 89015
Phone: 702.992.2110
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E-mail: nregistrar@nsc.edu

Residency Application

For applicants and admitted students who wish to establish Nevada residency for tuition purposes.

Nevada State College (NSC) reserves the right to request additional information when deemed appropriate. All submitted documentation becomes the property of NSC and will not be returned to the student. Please retain a copy of all submitted documentation. Students will be notified of their residency decision as soon as possible; however, all tuition and fees must be paid by the published date indicated in the current class schedule and in the registration guide to avoid late penalties.

The granting of resident (in-state) student status will apply to the semester for which this application was accepted along with future semesters. No decision shall be retroactive.

Name: Last First Middle Initial

Student NSHE ID or Social Security Number: Date of Birth:

Address: City State ZIP County Country of Citizenship

Telephone: E-mail:

What semester are you requesting residency for? Spring 20 Year Summer 20 Year Fall 20 Year

Please note, we cannot grant residency for any previous semesters.

If you are a veteran, the spouse or dependent of a veteran, please see the Veterans, Spouses and Dependents: Information Request Form for Determination of Tuition Charges to determine if you qualify under one of its categories for residency purposes.

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Approved Denied

Evaluator: Date

**INTERNATIONAL STUDENTS (Excluding Nevada High School Students)**

Students who are in a nonimmigrant visa status such as F-1, J-1, J-2, H-1B, etc. cannot qualify for Nevada residency. The only exception to this Board of Regent policy is an alien who has become a Nevada resident by establishing bona fide residence in Nevada and who holds a permanent immigrant visa, has been granted official asylum or refugee status, has been issued a temporary resident alien card, or holds an approved immigration petition as a result of marriage to a U.S. citizen may be eligible for Nevada residency status. An alien holding another type of visa shall not be classified as a resident, except as may be required by federal law or court decisions and upon due consideration of evidence of Nevada residency.

The rules and regulations for determining whether students shall be classified as resident or nonresident for tuition charges are governed by the Board of Regents of the Nevada System of Higher Education (NSHE) and may be found under Title 4, Chapter 15 of the Board of Regents Handbook.

Armed Forces of the United States are defined as the Army, Navy, Air Force, Marine Corps, and the Coast Guard. With the exception of the Nevada National Guard, it does not include the National Guard or other reserve forces.

A student enrolled at a NSHE institution under a discounted tuition program (**Western Undergraduate Exchange Program**) must disenroll from the program and pay full nonresident tuition for at least 12 months to be reclassified as a Nevada resident. An application for reclassification may be submitted if the material facts of a student's residency, or the parents' or legal guardian's residency, have substantially changed following matriculation.

**Declaration of Intent of Residency** \*Not applicable for category G

I hereby declare that I have abandoned any domicile or residence in any state or commonwealth of the United States of America other than the state of Nevada. I further certify that I have established a bona fide domicile or residence in the state of Nevada with the intent of making Nevada my true, fixed, and permanent home and place of habitation, having clearly abandoned my former domicile or residence and having no intent to make any other location outside the state of Nevada my home and habitation.

I further certify that to the extent it is required for me to qualify as a resident for purposes of tuition, I have been domiciled or a resident in the state of Nevada for at least 12 months immediately prior to the date of my anticipated matriculation to resident student status and that, therefore, I have been physically present and residing in Nevada for that entire period of time, excluding short-term absences for business or pleasure. The information provided on this application and supporting documentation are true to the best of my knowledge. I understand that omissions or misrepresentations will invalidate consideration for in-state residency.

Date: \_\_\_\_\_

\_\_\_\_\_ Student Signature \_\_\_\_\_ Parent/Spouse Signature (for financially dependent student)

\_\_\_\_\_ Student's Name Print \_\_\_\_\_ Name of Parent/Spouse Print

Filing a false Declaration of Intent of Residency will result in the payment of nonresident tuition for the period of time a student was enrolled as a resident student and may also lead to the disciplinary sanctions under Title 2, Chapter 6 of the Nevada System of Higher Education Code. Disciplinary sanctions include a warning, reprimand, probation, suspension, or expulsion.

**Instructions:**

1. Determine if you are a new or current student.

**New Student:** Anyone who plans on attending NSC and has not completed classes can apply for Nevada residency in the **All Inclusive** or **New Student** categories.

**Current/Returning Student:** (*Reclassification*): Anyone who has previously completed a class at NSC, **whether or not a student has taken a break from classes**, should apply for Nevada residency using the **All Inclusive** or **Current Student** categories.

2. Place a check mark next to the single category of Nevada State residency for which you are applying.

3. Mail, fax, or hand-deliver your **signed** application and photocopies of your required documents to 1125 Nevada State Drive, Henderson, NV 89002 or fax to 702-992-2111. The Office of the Registrar **cannot** make copies of your documents. Please submit your application complete with copies of all the required documentation.

**Please note that you will not be exempt from tuition payment deadlines.** Only approved applications are subject to reimbursement. The granting of resident (in-state) student status will apply to the semester for which this application was accepted along with future semesters. Decisions made on residency application that are complete after the fee payment deadline take effect in the next semester. **No decision shall be retroactive.**

## **Residency Deadlines:**

Please refer to the NSC website and academic calendar for residency deadlines for each semester.

### **All Inclusive Categories (A—I)**

(Both current and new students are eligible to apply for Nevada residency using the following categories)

#### Residency Status

#### Required Documents

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		Residency Status	Required Documents	Yes	No
<b>A</b>	<input type="checkbox"/>	Nevada high school graduate	Please submit clear photocopies for <b>all</b> the following — A copy of your Nevada high school diploma or final transcripts indicating the date of graduation	Yes	No
<b>B</b>	<input type="checkbox"/>	A student who has established residency at another Nevada System of Higher Education institution (i.e., CSN, UNR, GBC, TMCC, UNLV, WNC)	Please submit clear photocopies for <b>all</b> the following: — Official letter or officially stamped print out of your in-state status from a NSHE institution indicating your active Nevada residency status	Yes	No
<b>C</b>	<input type="checkbox"/>	A teacher who is employed full time by a private elementary, secondary, or postsecondary institution <b>in the state of Nevada</b> whose curricula meets the requirements of NRS 394.130 or the spouse or dependent of such an employee	Please submit clear photocopies for <b>all</b> the following: — A copy of your current employment contract  Provide <b>all</b> of the following if applying as the spouse or dependent: — If spouse, provide a copy of your marriage certificate. If dependent, provide a copy of the student's birth certificate or documentation — Proof of parent/legal guardian/spouse filing of federal income tax return for the most recent tax year. Must indicate applicant as spouse or dependent	Yes Yes Yes	No No No
<b>D</b>	<input type="checkbox"/>	A professional employee, classified employee, postdoctoral fellow, resident physician, or resident dentist of the <b>Nevada System of Higher Education</b> who is currently employed at least half time or the spouse or dependent of such an employee	Please submit clear photocopies for <b>all</b> the following: — A copy of your current employment contract  Provide <b>all</b> of the following if applying as the spouse or dependent: — If spouse, provide a copy of your marriage certificate. If dependent, provide a copy of the student's birth certificate or documentation indicating legal guardianship — Proof of parent/legal guardian/spouse filing of federal income tax return for the most recent tax year. Must indicate applicant as spouse or dependent	Yes Yes Yes	No No No

E	<input type="checkbox"/>	A licensed educational personnel employed full time by a public school district in the state of Nevada or the spouse or dependent of such an employee	<p>Please submit clear photocopies for <b>all</b> the following:</p> <ul style="list-style-type: none"> <li>— A copy of your current employment contract</li> </ul> <p>Provide <b>all</b> of the following if applying as the spouse or dependent:</p> <ul style="list-style-type: none"> <li>— If spouse, provide a copy of your marriage certificate. If dependent, provide a copy of the student's birth certificate or documentation indicating legal guardianship</li> <li>— Proof of parent/legal guardian/spouse filing of federal income tax return for the most recent tax year. Must indicate applicant as spouse or dependent</li> </ul>	<p>Yes No</p> <p>Yes No</p> <p>Yes No</p>
F	<input type="checkbox"/>	A former member of the U.S. Armed Forces who relocated from Nevada as a result of a permanent change of duty station pursuant to military orders	<p>Please submit clear photocopies for <b>all</b> the following:</p> <ul style="list-style-type: none"> <li>— A copy of all military orders showing relocation from Nevada</li> <li>— A copy of military discharge orders verifying that you returned to Nevada within one year of being discharged</li> <li>— A copy of an unexpired Nevada driver's license issued at least 12 months immediately prior to the date of relocation orders or evidence of absentee voting from the state of Nevada</li> </ul>	<p>Yes No</p> <p>Yes No</p> <p>Yes No</p>
G	<input type="checkbox"/>	A member of the U.S. Armed Forces on <b>active duty stationed in Nevada</b> as a result of a permanent change of duty station pursuant to military orders or a person whose spouse, family, or legal guardian is a member of the U.S. Armed Forces stationed in Nevada as a result of a permanent change of duty station pursuant to military orders	<p>Please submit clear photocopies for <b>all</b> the following:</p> <ul style="list-style-type: none"> <li>— Copies of military identification for the active member</li> <li>— Copies of military orders for the active member</li> </ul> <p>Provide the following if applying as spouse or dependent:</p> <ul style="list-style-type: none"> <li>— If spouse, provide a copy of your marriage certificate. If dependent, provide a copy of the student's birth certificate or documentation indicating legal guardianship</li> </ul>	<p>Yes No</p> <p>Yes No</p> <p>Yes No</p>
H	<input type="checkbox"/>	A member of a Native American tribe who is currently residing on tribal land located wholly or partially within the boundaries of Nevada	<p>Please submit clear photocopies for <b>all</b> the following:</p> <ul style="list-style-type: none"> <li>— Proof of bloodline or tribal enrollment card</li> <li>— Documentation proving residency on tribal lands within the state of Nevada</li> </ul>	<p>Yes No</p> <p>Yes No</p>
I	<input type="checkbox"/>	An applicant and/or the applicant's spouse/parent/legal guardian has relocated within the last year to Nevada for the primary purpose of permanent, full-time employment or to establish a business in the state of Nevada <b>prior to the date of matriculation of the student</b>	<p>Please submit clear photocopies for <b>all</b> the following:</p> <ul style="list-style-type: none"> <li>— Signed letter from employer on company letterhead stating start date and permanent, full-time position of employment, or a copy of a Nevada business license and proof that the business is in operation</li> <li>— At least one pay stub from the current employer with an issue date prior to the first day of matriculation</li> </ul> <p>Also, provide <b>one</b> of the following:</p> <ul style="list-style-type: none"> <li>— Nevada driver's license or Nevada identification card</li> <li>— A Nevada vehicle registration</li> <li>— A Nevada voter registration</li> </ul> <p>Provide the following if applying as the spouse or dependent:</p> <ul style="list-style-type: none"> <li>— If spouse, marriage certificate</li> <li>— If dependent, proof of parent/legal guardian filing of federal income tax return for the most recent tax year. Must indicate applicant as spouse or dependent.</li> </ul>	<p>Yes No</p> <p>Yes No</p> <p>Yes No</p> <p>Yes No</p>

## New Student Categories (J and K)

(Current students, or those who have previously attended as defined on page 2, are **not** eligible to apply for Nevada residency in these categories)

<b>J</b>	<input type="checkbox"/>	<p>A <b>financially dependent</b> person whose parent or legal guardian has resided in Nevada with a valid Nevada address for at least 12 months immediately prior to the date the student begins classes at NSC</p> <p style="text-align: center;"><b>Please Note:</b> All documents must prove residency for the 12 months prior to the date the student begins classes at NSC</p>	<p>Please submit clear photocopies for <b>all</b> the following:</p> <ul style="list-style-type: none"> <li>— Parent/spouse and student’s signature on the Declaration of Intent of Residency (see front of application)</li> <li>— Proof of parent/legal guardian/spouse filing of federal income tax for the most recent tax return filed with a Nevada address. Must indicate applicant as spouse or dependent</li> <li>— If spouse, provide a copy of your marriage certificate. If dependent, provide a copy of the student’s birth certificate or documentation indicating legal guardianship</li> </ul> <p style="text-align: center;"><b>AND</b></p> <p>Also, the spouse, parent, or legal guardian must provide <b>one</b> of the following documents:</p> <ul style="list-style-type: none"> <li>— Evidence of Nevada as the primary residence at the date of matriculation (i.e., home ownership, a lease agreement, rent receipts, utility bills)</li> <li>— A Nevada driver’s license or Nevada identification card</li> <li>— A Nevada vehicle registration</li> <li>— A Nevada voter registration</li> </ul>	Yes	No
				Yes	No
<b>K</b>	<input type="checkbox"/>	<p>A <b>financially independent</b> person who has resided in Nevada for at least 12 months immediately prior to the date the student begins classes at NSC</p> <p style="text-align: center;"><b>Please Note:</b> All documents must prove residency for the 12 months prior to the date the student begins classes at NSC</p>	<p>Please submit clear photocopies for <b>all</b> the following:</p> <ul style="list-style-type: none"> <li>— The student’s tax return for the most recent tax year indicating a Nevada address. If no federal tax return has been filed by the student because of minimal or no taxable income, provide documented information concerning the receipt of such nontaxable income</li> <li>— If you are under the age of 24 for the most current tax year, a copy of your parent’s joint or individual income tax return(s) for that year must be submitted indicating that you were not claimed as a dependent by either or both parents</li> </ul> <p style="text-align: center;"><b>AND</b></p> <p>Also, provide <b>one</b> of the following documents:</p> <ul style="list-style-type: none"> <li>— Evidence of physical, continuous presence in the state of Nevada for 12 months (i.e., a lease agreement, rent receipts, utility bills)</li> <li>— A Nevada driver’s license or Nevada identification card</li> <li>— A Nevada vehicle registration</li> <li>— A Nevada voter registration</li> </ul>	Yes	No
				Yes	No

## Current Student Categories

(New students, as defined on page 2, are **not** eligible to apply for Nevada residency in these categories)

**Each student seeking reclassification from nonresident to resident student status must satisfy each of the following two categories:**

**1. Bona Fide Residence and Intent to Remain in Nevada**

The student, or the parents or legal guardian of the student, must document continuous physical presence as a Nevada resident for at least twelve (12) months immediately prior to the date of the application for residency reclassification as well as clear and convincing, objective evidence of intent to remain a Nevada resident. A total of four pieces of evidence are required in this category.

- A. Please indicate you or your spouse’s, parent(s)’s, or legal guardian’s physical address for the last 12 months, starting with the most recent.

B. No fewer than **four (4)** of the following pieces of objective evidence must be submitted with the application for residency reclassification. Any evidence or documentation must be issued **12 months prior to the first day of the semester for which reclassification is requested.**

- Ownership of a home in Nevada (mortgage statement or deed)
- Lease of living quarters in Nevada (lease agreement)
- Utility receipts for the home or leased quarters
- Nevada driver's license or Nevada identification card
- Nevada vehicle registration
- Nevada voter registration card
- Employment in Nevada (letter from employer on employer's letterhead, W-2 income tax form, or pay stub from 12 months prior to application date with Nevada-based employer)
- A license for conducting a business in Nevada
- Admission to a licensed practicing profession in Nevada
- Registration or payment of taxes or fees on a home, vehicle, mobile home, travel trailer, boat or any other item of personal property owned or used by the person for which state registration or payment of a state tax or fee is required
- A Nevada address listed on Selective Service registration
- Evidence of active savings or checking accounts in Nevada financial institutions
- Evidence of summer term enrollment at a NSHE institution (Copy of NSHE transcript)
- Any other evidence that objectively documents intent to abandon residence in any other state and to establish a Nevada residence (provide additional evidence along with statement explaining how such evidence meets this qualification)

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12-month Criteria**

Yes No

Yes No

Yes No

Yes No

Yes No

Yes No

Yes No

Yes No

Yes No

Yes No

Yes No

Yes No

Yes No

Yes No

## 2. Financial Status

An application for residency reclassification must include the following objective evidence of financial status:

If financially **independent**, a true and correct copy of the student's federal income tax return for the most recent tax year showing a Nevada address must be submitted. If the student is under the age of 24, a copy of the parent's or legal guardian's tax return for the most recent tax year must be submitted that indicates the student was not claimed as a dependent. If no federal tax return has been filed because of minimal or no taxable income, documented information concerning the receipt of such nontaxable income must be submitted.

If financially **dependent**, a true and correct copy of the spouse, parent or legal guardian's federal income tax return for the most recent tax year showing a Nevada address must be submitted and must indicate the student filed jointly with a spouse or was claimed as a dependent. Students may also be required to provide documentation such as a birth certificate, proof of legal guardianship, or a marriage certificate to prove the relationship. A dependent person whose parent or legal guardian is a nonresident is not eligible for reclassification to resident student status.

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*Valid Document  
Received?*

Yes No

Yes No

## 3. Non-Citizens Seeking Reclassification

An individual who is not a citizen of the United States of America who is seeking reclassification from nonresident to resident student status must also present documentation with the application for residency reclassification that he or she

- Holds a permanent immigrant visa
- Has been granted official asylum or refugee status;
- Has been issued a temporary resident alien card
- Holds an approved immigration petition as a result of marriage to a U.S. citizen; or
- Is a nonimmigrant alien admitted to the U.S. with a visa classification under which the holder is eligible to establish domicile in the U.S

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*Valid Document  
Received?*

Yes No