



Residence and Educational Fee Rules

Office of the Registrar
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RESIDENCE AND EDUCATIONAL FEE RULES

In order to cooperate as fully as possible with the Missouri Coordinating Board for Higher Education (CBHE), the following rules shall apply at Truman State University for the determination of the residence of any student or prospective student in regard to eligibility for in-state fees. It is the duty and responsibility of each student seeking admission to the University to apply and register under the proper residence and to pay the proper amount of fees.

1. Purpose of Rules. The purpose of the rules established by the Coordinating Board for Higher Education (CBHE) is to determine a student's eligibility for in-state college fees. The rules do not determine "residence" for any other purpose. A student may be a "resident" for the purpose of voting, welfare benefits, car registration, and unemployment benefits and still not qualify for in-state college fees. The courts have held repeatedly that states may impose more stringent requirements for in-state college fees than for other benefits of residency.

2. Categories of Students. Students seeking to qualify for in-state fees are classified by the rules as 1) adults, 2) emancipated minors, or 3) unemancipated minors.

A. Definitions. Adult students are those who are 21 years of age or older. Emancipated minor students are those under 21 years of age who are either married or otherwise completely alienated from parental care and support. Unemancipated minor students are those under 21 years of age who still receive parental care and support. Minor students still claimed as dependents on their parents' income tax returns may not be considered emancipated.

Students who are classified as dependents by the federal government for federal financial aid purposes are considered to be unemancipated students.

B. Treatment. Adult students and emancipated minor students are treated the same under the tests of eligibility for in-state fees. Unemancipated students are presumed to be residents of the same state as their parents.

3. College as Reason for Presence. Living in Missouri for educational purposes only, for any length of time, does not establish residency for tuition purposes. Subsection 8(A) of the rules provides that "Attendance at an institution of higher education shall be regarded as a temporary presence within the State of Missouri; therefore, a student neither gains nor loses resident status solely by such attendance. "Therefore, if a student's primary purpose in coming to Missouri was to attend college, the student could not gain residency for in-state fees under most circumstances.

4. Full time Occupation as Reason for Presence. Subsection 8(C)(2) of the rules provides that persons whose primary purpose in coming to Missouri was to accept full-time employment or to devote full-time to a business or profession are eligible for in-state fees, along with their spouses and unemancipated children, without any waiting period. If the business activity is less than full-time, or if there is some doubt about the primary purpose of the move to Missouri, then the other tests for residency, which are described below, should be used.

University Staff or Children or Spouses of University Staff. Any full-time academic or administrative, service, or support staff member of this University, or the unemancipated minor child, or spouse of such staff member shall qualify for resident status when enrolling as a student of the University. If the student has previously attended as an out-of-state student, he/she will need to submit the Application Requesting Consideration for In-State Fees, to initiate the change in residency status.

Students who sign a one-year contract with a school district in the State Of Missouri as part of the Master of Arts in Education Program at Truman State University are eligible for in-state fees beginning with the effective date of the contract. Students should complete the Application Requesting Consideration for In-State Fees, and attach a notarized copy of their signed contract.

5. Graduates of Missouri High Schools. A graduate of a high school located in Missouri is presumed to be a Missouri resident as long as the parents (or legally appointed guardian or custodian) are residents of Missouri at the time of the student's graduation from high school, and are residents at the time the student matriculates at Truman, for as long as the student remains continuously enrolled at Truman State University (Fall and Spring Semesters).

6. Military Assignment as Reason for Presence. Section 5 of the rules provides that members of the U.S. military service who are stationed in Missouri for full-time military duty (but not assigned to attend college) are eligible for in-state fees, along with their spouses and unemancipated minor children, without any waiting period.

However, persons who are assigned by the military to attend Missouri colleges or universities as full-time students are classified as if they have no connection with the military forces. Section 5 further provides that students neither gain nor lose resident status solely as a consequence of military service, which relates to the determination of in-state fees for students immediately following their departure from military service.

This section does not apply to students who are in the Reserves and who request a transfer to a Reserve Unit in the State of Missouri.

7. Other Reasons for Presence or Change of Reason. Subsection 8(C)(I) of the rules provides that if a person's primary reason in coming to Missouri is not one described above, or if the original reason was to attend a Missouri college or university and the reason for being in Missouri has changed, then the permanency of the student's continuation in Missouri becomes important, and the student must demonstrate "Presence within the State of Missouri for a period of twelve (12) months and sufficient proof of an intent to make the State of Missouri a permanent home for an indefinite period." As a result, an uninterrupted presence in Missouri for at least one year, while not enrolled as a student, is a basic requirement for students in this category. If the uninterrupted presence is satisfied, then the student's intent to make Missouri a permanent home is considered. Naturally, full-time employment in Missouri for an extended period of time in a career position will be persuasive. For students who originally came to Missouri to attend college, but then left college for full-time employment, the length of time actually out-of-school and on-the-job will be more significant than their statement of intention about remaining in Missouri.

8. Additional Factors for Consideration. If the continuous presence for twelve months (while not enrolled in any Missouri institution of higher education) requirement is applicable and satisfied, Subsection 8(D) of the rules call for the following factors to be given heavy weight in evaluating the student's intent to make Missouri a permanent home: 1) continuous presence in the State of Missouri during those periods not enrolled as a student; 2) presence within the State of Missouri upon marriage to a Missouri resident and the maintenance of a common domicile with the resident spouse; 3) substantial reliance on sources within the State of Missouri for financial support; 4) former domicile within the state and maintenance of significant connections while absent; and 5) ownership of a home within the State of Missouri. Subsection 8(E) calls for the following factors to be given less weight in evaluating the student's intent: voting or registration for voting; part-time employment; lease of living quarters; a statement of intention to establish a domicile in Missouri; automobile registration or operator's license obtained in Missouri; and payment of income, personal and property taxes in Missouri.

9. Credit for Payment of Missouri Income Taxes. The payment of Missouri income taxes by a student does not provide eligibility for in-state fees, but a credit against the out-of-state fees is authorized by Section 8(H) of the rules. The same credit against out-of-state fees is available for Missouri income taxes paid by the parents of unemancipated minor students.

In order to receive tuition credit, submit a photocopy of the immediate past year's Missouri income tax return to the attention of the Registrar. Include a note indicating the name and social security number of the enrolled student for which the credit should be applied. In the case where more than one student is enrolled at the University, the tuition credit will be divided evenly between the students, unless a preference is specified. Income tax credit for one calendar year may only be applied to the following academic year (Summer, Fall, Spring). For example, 1997 Missouri Income Taxes (which will normally be filed prior to April 1998) may be applied to Summer 1998, Fall 1998 and Spring 1999 Semesters.

10. Truman State University Procedure. The Board of Governors has adopted the CBHE rules for the determination of student residency and has authorized the Registrar to decide whether or not students are eligible for in-state fees. Students may appeal a decision of the Registrar to the Dean of Admission & Records by filing a written request within two weeks. Following action on the appeal by the Dean of Admission & Records, the student may appeal within two weeks after receipt of the Dean's decision to the Vice President for Academic Affairs, whose decision is final on behalf of the University.

11. Burden of Proof. Subsection 8(B) of the rules provides that the burden of proof for establishing residency is on the student, which means that the student must show the necessary proof to qualify himself or herself as a resident for in-state fees under the CBHE rules. In case of reasonable doubt, the application for in-state fees will be denied.

12. Summary is Not Complete. This summary is designed as an overview, and several provisions of the CBHE rules have been abbreviated or omitted. For example, Section 6 provides special rules for noncitizens. The summary should be helpful in dealing with inquiries about eligibility, but all applications for residency status will be reviewed against the complete set of rules. Information in response to questions that have arisen have been added for further clarification.

The completed Application Requesting Consideration for In-State Fees should be submitted to:

Registrar
Truman State University
104 McClain Hall
Kirksville, MO 63501
660-785-4143

Please note that all applications for in-state fees undergo committee review. Therefore, a written application and supporting documentation are required prior to a decision being reached regarding eligibility for in-state fees.

Truman State University Application Requesting Consideration for In-State Fees

Students seeking a change in residency status must provide the following information to the Registrar's Office located in McClain Hall, Room 104. You will receive a written response regarding your application within four weeks of submission. Please note that all applications for in-state fees undergo committee review. Therefore, a written application and supporting documentation are required prior to a decision being reached regarding eligibility for in-state fees.

1. Full Name _____
2. Social Security Number _____
3. Local Address _____
4. Local Phone Number _____
5. Permanent Address _____
6. Permanent Phone _____

7. Please list all cities where you have lived during the last three years.

City/State	Period of Time
_____	From _____ to the present
_____	From _____ to _____
_____	From _____ to _____
_____	From _____ to _____

8. Please list all academic institutions you have attended during the last three years (high school, community colleges, colleges, or universities).

Name of Institution	Period of Time
_____	From _____ to _____
_____	From _____ to _____
_____	From _____ to _____

9. Please provide the following information:

- a) City/State of parent's address _____
- b) Do your parents provide health care insurance coverage for you. ____ yes ____ no
- c) Did your parents claim you as a dependent on last year's federal income tax return? ____ yes ____ no

10. Are you married? ____ yes ____ no

If the answer is yes, please answer questions 11 and 12 and attach a copy of the marriage certificate.

11. Please list all cities where your spouse has lived during the last three years.

City/State	Period of Time
_____	From _____ to _____
_____	From _____ to _____
_____	From _____ to _____

12. Please list all colleges or universities your spouse has attended during the last three years.

City/State	Period of Time
_____	From _____ to _____
_____	From _____ to _____
_____	From _____ to _____

13. Are you, your spouse or either of your parents a member of the U.S. military forces? ____ yes ____ no

If yes, give the military member's current assignment _____

If yes, provide the home of record (state) for the military member _____

14. Are you a citizen of the United States? ____ yes ____ no

If no, provide the following information:

- a) What type of visa do you hold? _____
- b) Do you possess resident alien status? ____ yes ____ no
- c) If yes, give details _____

15. What are your current sources of financial support?

Source

Amount of Support

16. Have you paid any state income taxes in the last two years? _____ yes _____ no

If yes, provide the following information and attach two years of tax returns or W-2's.

State to which you paid income taxes

Year

Please answer questions 17 through 21 if you are under age 24 at time this application is submitted:

17. Have your parents (either of them) paid any state income taxes in the last two years? _____ yes _____ no

If yes, provide the following information:

State to which your parents paid income taxes

Year

Please attach two years of tax returns or W-2s

18. Are you currently employed either full-time or part-time? _____ yes _____ no

If yes, is it full or part time? _____ Where are you employed? _____

19. Do you own a motor vehicle? _____ yes _____ no

If yes, in which state is the vehicle registered? _____

20. Do your parents (either of them) furnish a motor vehicle for your use? _____ yes _____ no

If yes, in which state is the vehicle registered? _____

21. Do you hold an operator's license for motor vehicles? _____ yes _____ no

If yes, which state issued your license? _____

22. If there is any additional information, such as circumstances within your family, that you believe to be important in reviewing your request for in-state fees, please attach a letter to this form.

VERIFICATION OF INFORMATION BY APPLICANT

I hereby swear and affirm 1) that all of the foregoing information is true and correct to the best of my knowledge and belief and 2) that no pertinent information has been withheld or concealed.

Signature _____ Date _____

Note: The rules adopted by the Coordinating Board for Higher Education for the determination of student residence provides that the burden of establishing eligibility for Missouri resident status shall rest with the student. The rule also provides that the burden of proving emancipation shall rest with the minor student claiming emancipation.

Do not write below this line

Date received _____

Financial Aid App.-state _____

Term Effective _____

Dependent/Independent Status _____

Decision _____

Previous Aid History _____
