

# Nevada System of Higher Education

# **Application for Residency Reclassification**

(Effective Fall 2014)

The residency requirements outlined below are set forth in the Nevada Board of Regents *Handbook*, Title 4, Chapter 15 (<a href="http://system.nevada.edu/Nshe/index.cfm/administration/board-of-regents/handbook/">http://system.nevada.edu/Nshe/index.cfm/administration/board-of-regents/handbook/</a>) and pertain to students that have been previously enrolled in an NSHE institution. A nonresident who enrolls in an institution of the Nevada System of Higher Education shall continue to be classified as a nonresident student throughout the student's enrollment, unless and until the student demonstrates that his or her previous residence has been abandoned and that the student is a Nevada resident. Determinations of residence shall be made on a case-by-case basis after consideration of all available and pertinent evidence.

Residence in a neighboring state other than Nevada is a continuing qualification for enrollment in the WICHE Western Undergraduate Exchange program at a NSHE institution. A student who was initially enrolled in a System institution under the WICHE Western Undergraduate Exchange program shall not be reclassified as a resident student following matriculation. A nonresident student who subsequently disenrolls from the WICHE Western Undergraduate Exchange program and pays full nonresident tuition for at least twelve months may apply for reclassification to resident student status. An application for reclassification may be submitted under the provisions of this section if the material facts of a dependent student's residency as it relates to the parents' or legal guardian's residency, have substantially changed following matriculation.

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

#### 1. Application and Written Declaration

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 and 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 intention to make any other location outside said state my home and habitation.

I further certify that I have been domiciled or resident in the State of Nevada for at least twelve (12) months immediately prior to the date of my application for Nevada Reclassification and that, therefore, I have been physically present and residing in Nevada for that entire period of time, excluding temporary, short-term absences for business or pleasure.

Name	_ NSHE ID
Signature	Date

Notice: Filing a false application for residency reclassification 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 disciplinary sanctions under Chapter Ten of the Nevada System of Higher Education Code. Disciplinary sanctions include a warning, reprimand, probation, suspension or expulsion.

### 2. Bona fide Residence and Intent to Remain in Nevada

such evidence meets this qualification)

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 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.			
	Physical Address		Dates Occupied	
В.	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.		For Official Use Only  Valid Document/Meets  12-month Criteria?	
	Ownership of a home in Nevada (mortgage statement or deed)	Yes	No	
	Lease of living quarters in Nevada (lease agreement)	Yes	No	
	Utility receipts for the home or leased quarters	Yes	No	
	Nevada driver's license or Nevada identification card	Yes	No	
	Nevada vehicle registration	Yes	No	
	Nevada voter registration	Yes	No	
	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)	Yes	No	
	A license for conducting a business in Nevada	Yes	No	
	Admission to a licensed practicing profession in Nevada	Yes	No	
	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	Yes	No	
	A Nevada address listed on Selective Service registration	Yes	No	
	Evidence of active savings or checking accounts in Nevada financial institutions	Yes	No	
	Evidence of summer term enrollment at a NSHE institution (Copy of NSHE transcript)	Yes	No	
	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	Yes	No	

## 3. Financial Status

An application for residency reclassification must include the following objective status:	re evidence of financial	
If financially independent, a true and correct copy of the student's	For Official Use Only	
federal income tax return for the most recent tax year showing a	Valid Document Received?	
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.	Yes No	
If financially dependent, a true and correct copy of the spouse or parent/guardian's federal income tax return for the most recent tax year showing a Nevad aaddress must be submitted and must indicate the stuent was claimed as a dependent. Students are also required to provide a birth certificate oir marriage certificate to prove the relationship. A dependent person whose family or legal guardian is a nonresident is not eligibile for reclassification to resident student status.	Yes No	
For Official Use Only		
Approved Denied		
Evaluator Date		