



RESIDENCY APPLICATION

Name: _____
Last First MI

Social Security OR Student Number: _____ Date of Birth: _____

Address: _____

City State Zip

Date you have resided at your physical address: From _____ To: _____

Previous Address: _____
(If at the above address for less than 12 months)

City State Zip

Telephone: _____
Day Evening

New Student Returning/Continuing Student Term Applying For: _____

Are you currently enrolled, or have you attended an institution of higher education in the state of Nevada? Yes No If yes, complete below.

Institution: _____

Date(s) Attended: _____

Did you graduate from a Nevada High School? Yes No If yes, complete below.

High school _____
Name Graduation Date

List employment record for the past 12 months:

Employer City State From: To:

A student applying for reclassification to resident student status shall submit objective documentary evidence to support the student's claim to Nevada residence.

Nonresident Statement

There is a rebuttable presumption that a nonresident attending an institution of the Nevada System of Higher Education (NSHE) is in the state of Nevada for the primary or sole purpose of obtaining an education. Therefore, a nonresident who enrolls in an institution of the NSHE 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. In accordance with Board of Regents Guidelines, Title 4, Chapter 15.

Note: A student holding a visa other than a permanent immigrant visa (I-55), political asylum or official refugee status is not eligible for Nevada residency status.

CSN reserves the right to request additional information.

Please indicate the category for which you are applying for residency. Check **one** and submit photocopies of documentation that corresponds with the category you have checked. Please be sure to sign and date the Declaration of Intent of Residency located on the back of this application. Application must be signed by the person establishing residency unless noted otherwise.

- 1. A member of the Armed Forces of the United States, on **active duty**, stationed in Nevada 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 Armed Forces of the United States stationed in Nevada as a result of a permanent change of duty station pursuant to military orders. Submit photocopies of military identification and military orders. For dependents or spouse, must also submit a birth certificate or marriage certificate, along with a military identification.

Note: "Armed Forces of the United States" means the Army, Navy, Air Force, Marine Corps and the Coast Guard. It does not include the National Guard or other reserve force.

- 2. Licensed, educational personnel employed **full-time** by a public school district in the state of Nevada, or the spouse or dependent child of such an employee. Submit a photocopy of your current employment contract, and (for proof of dependency) a birth certificate or marriage certificate and proof of parental/legal guardian filing federal income tax for the most recent tax year.
- 3. A teacher who is currently employed **full-time** by a private elementary, secondary or post-secondary educational institution whose curricula meet the requirements of NRS 394.130, or the spouse or dependent child of such an employee. Submit a photocopy of your current employment contract, and (for proof of dependency) a birth certificate or marriage certificate.
- 4. A professional or classified employee of the NSHE, living in Nevada and currently employed at least half-time, or the spouse or dependent child of such an employee. Submit a photocopy of your current employment contract and (for proof of dependency) a birth certificate or marriage certificate.
- 5. A **financially independent** person who has relocated to Nevada for the primary purpose of **permanent full-time employment or to establish a business in Nevada**. Submit **all** the following items:
 - ___ Letter from employer on company letterhead stating dates and terms of employment or copy of a business license.
 - ___ Copy of a Nevada drivers license or Nevada identification card issued by the Nevada DMV or copy of Nevada vehicle registration or copy of Nevada voter registration.
 - ___ Proof of residence: Lease contract, mortgage statement, paystubs or utility bills.
 - ___ Copy of tax return from previous year.

OR

A **financially dependent** person whose parent, legal guardian or spouse has relocated to Nevada for the primary purpose of **permanent full-time employment or establish a business in Nevada**. Submit **all** the following items on the parent, legal guardian or spouse:

- ___ Letter from employer on company letterhead stating dates and terms of employment or a copy of a business license.
- ___ Copy of Nevada drivers license or Nevada identification card issued by the Nevada DMV or a copy of Nevada vehicle registration or Nevada voter registration.
- ___ Copy of birth certificate (for proof of dependency); documentation showing legal guardianship; or marriage certificate.
- ___ Submit the following on the dependent student: A copy of Nevada drivers license or Nevada identification card issued by the Nevada DMV or a copy of Nevada vehicle registration or Nevada voter registration.
- ___ Proof of parent/spouse/legal guardian federal income tax forms listing the students as a dependent.
- ___ Proof of residence: Lease contract, mortgage statement, paystubs or utility bills.

6. A **financially dependent** person whose parents or legal guardian has resided in Nevada for at least twelve (12) months immediately prior to the date of matriculation. ***A dependent person whose parent or legal guardian is a nonresident cannot apply for reclassification to resident student status.**

Please submit photocopies for **ALL** of the following;

- Parent must sign the Declaration of Intent of Residency (see back of application).
- Proof of dependency; copy of the student birth certificate; documentation showing legal guardianship; or marriage certificate.
- Copy of parent/spouse/legal guardian federal income tax papers listing the student as a dependent.
- Twelve (12) months documentation of continuous residence in Nevada, submit **four** of the following.
 - Lease agreement or mortgage statement
 - Paystubs or letter from employer
 - Nevada ID or drivers license
 - Nevada voter registration
 - Nevada vehicle registration
 - Utility bills
 - Bank statements

7. A **financially independent** person who has been a resident of Nevada for a period of at least twelve (12) continuous months **immediately prior** to the date of application for residence, and has obtained clear, convincing, objective evidence of establishing ties to Nevada, and has demonstrated financial independence by personally funding his / her educational and living expenses.

Note: A student's reliance on non-Nevada sources for financial support constitutes an inference of resident in another state.

Please submit photocopies for **ALL** of the following: *(All 4 items are required.)*

Note: All documents **MUST** be in the applicant's name.

- Sign the Declaration of Intent of Residency (see back of application).
- Copy of federal income tax papers, copies of W-2 forms, letter from employer on company letterhead showing full-time employment dates for the past twelve (12) months or other objective evidence that **demonstrates financial independence.**
- Twelve (12) months documentation of continuous residence in Nevada, submit the following: lease agreement or mortgage statement; statements from Nevada utilities; such as, electric, gas, etc.
- Attach a copy of the following issued at least twelve (12) months immediately prior to the semester in which residency is being sought.
 - Nevada drivers license, or
 - Nevada identification card issued by the Nevada DMV.
 - Nevada vehicle registration
 - Nevada voter registration

8. A person who is eligible to receive the Millennium Scholarship.

9. A graduate of a Nevada high school. Submit an official copy of your high school transcript or diploma.

DECLARATION OF INTENT OF RESIDENCY

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 I have been domiciled or a resident in the State of Nevada for at least twelve (12) months immediately prior to the date of my application for reclassification to resident student status or have qualified under the exempt categories 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.

Dated this _____ *day of* _____

Signature _____

Type of print name _____

NOTICE

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 Chapter Six of the Nevada System of Higher Education Code. Disciplinary sanctions include a warning, reprimand, probation, suspension or expulsion.

**PLEASE RETURN COMPLETED
APPLICATION AND SUPPORTING DOCUMENTATION TO:**

Office of the Registrar
College of Southern Nevada
700 College Drive
Henderson, NV 89002-8419

(Incomplete applications will not be processed.)

FOR OFFICE USE ONLY

Date Approved: _____ By: _____

Date Denied: _____ By: _____