Residency Dispute Form

In order to be classified as a resident, students must have occupied a dwelling within the district at least 30 days prior to the start of the semester. Students taking exception with the residency rate assessed in a given semester may establish payment arrangements and submit a residency dispute form through the midpoint of the semester. After further review, a decision will be rendered, any subsequent adjustments made to the students account, and correspondence mailed to the students address.

Instructions:
1. Complete the form in its entirety.
2. Provide two documents dated within the last four weeks reflecting your current residency.*
3. Provide two documents dated at least 30 days before the start of the semester reflecting your residency.*
4. Submit the residency dispute form to the Office of Enrollment Services.

Name ___________________________ Student ID Number __________ Date __________________________________
Street Address ___________________ City __________ State __________ Zip Code __________ Telephone Number (___)___-_______

1. Semester you are disputing:  ☐ Fall ______  ☐ Spring ______  ☐ Summer ______
2. What was your address 30 days before the start of the semester?

__________________________________________________ ____________________
Street Address ___________________ City __________ State __________ Zip Code

3. When did you begin residing at the above stated address?

__________________________________________________ __________________________________________

4. How did you come to reside at the above stated residence?

__________________________________________________ __________________________________________

5. Do you still live at the above stated address?  ☐ YES  ☐ NO
   If no, where do you currently reside?

__________________________________________________ ________________________________
Street Address ___________________ City __________ State __________ Zip Code

Provide any additional information to support your dispute: ________________________________________________
__________________________________________________________________________________________
__________________________________________________________________________________________
__________________________________________________________________________________________

Signature ___________________________ Date ___________________________

* Examples of documentation may include: drivers license, lease/mortgage statement, utility bill, bank statement, etc.

Office Use Only:
Date Received___________________  Staff Initials_________  Action: ☐ Approved  ☐ Denied  Initials_________