



# WILLIAM & MARY

CHARTERED 1693

## Application to Determine Physical Residency and In-State Tuition Eligibility

Purpose is to determine: (1) applicant's current physical residency and (2) eligibility for in-state tuition pursuant to Section 23.1-500 through 23.1-510 of the *Code of Virginia*. Please complete and submit this form by the admission application deadline or before the first day of classes for the term. Answer all questions. Incomplete applications may cause significant processing delays. Supporting documents and additional information may be requested. Please contact the University Registrar's Office if you have questions.

**Send this application, any supporting documents, and additional information to:**  
**Office of the University Registrar, William & Mary,**  
**P.O. Box 8795, Williamsburg, VA 23187-8795**  
**Phone: (757) 221-2800 Fax: (757) 221-2151 Email: domicile@wm.edu**

### Part One — Applicant

1. Name (Last, First, M.)				Term/Year:	
W&M ID # or SSN:			Birth date:		
Email Address:				Telephone:	
2. My citizenship status is: (please check one)	<input type="checkbox"/> U.S. Citizen	<input type="checkbox"/> U.S. Dual Citizen	<input type="checkbox"/> U.S. Permanent Resident	<input type="checkbox"/> Non-US Citizen	
If Non-U.S. Citizen, please specify Visa Type: (Please provide all documentation that supports your visa status.)				Expiration Date:	

Applicants who expect to hold an F-1 or J-1 visa are not eligible to establish Virginia domicile. Non-citizens without permanent resident status should know that only certain DHS statuses are eligible for Virginia in-state tuition privileges. See <http://www.schev.edu/index/tuition-aid/in-state-residency/financial-aid-policy-and-procedures> for more information.

3. Since July 2008, did you complete two years of high school in Virginia (public, private, homeschool or GED)?  Yes  No

4. Please check ALL that apply:

<input type="checkbox"/> a. I am a veteran or active duty member of the U.S. Armed Forces.
<input type="checkbox"/> b. I am married.
<input type="checkbox"/> c. I am a ward of the court or was a ward of the court until age 18.
<input type="checkbox"/> d. Both of my parents are deceased and I have no legal guardian.
<input type="checkbox"/> e. I have legal dependents other than a spouse (e.g. my own child).
<input type="checkbox"/> f. I will be 24 years old, or older, on the first day of classes of the semester for which I am applying.
<input type="checkbox"/> g. I am a graduate or post-baccalaureate student.

*If you selected ANY of the choices for question 4, complete Part Two yourself (or, if you are dependent on a parent/guardian or spouse, then that person may complete Part Two).*

*If you cannot select a choice in question 4 but still wish to apply for in-state domicile as an "independent" student, or separately from that of your parent, you may complete Part Two as "Independent Student," attaching explanation and documentation to rebut the presumption of dependence or explaining why your domicile is different from that of your parent.*

*Otherwise, Part Two must be completed by your parent/ legal guardian.*

### Part Two — Independent Student, Parent, Legal Guardian, or Spouse

1. Please indicate one:	<input type="checkbox"/> Independent Student (skip to #8)	<input type="checkbox"/> Applicant's Parent	<input type="checkbox"/> Legal Guardian	<input type="checkbox"/> Applicant's Spouse
2. Name:				
3. Email Address:				
4. Phone Number:				
5. Parent/Guardian/Spouse:	Do you claim the applicant as a dependent on both federal and Virginia income tax returns?			<input type="checkbox"/> Yes <input type="checkbox"/> No
If no, please explain:				
6. Parent/Guardian/Spouse:	Will you have provided more than half of the applicant's financial support for at least twelve months prior to the term in which the applicant will enroll?			<input type="checkbox"/> Yes <input type="checkbox"/> No
If no, please explain:				
7. Your citizenship status	<input type="checkbox"/> U.S. Citizen	<input type="checkbox"/> U.S. Dual Citizen	<input type="checkbox"/> U.S. Permanent Resident	<input type="checkbox"/> Non-U.S. Citizen
If Non-U.S. Citizen, please specify Visa Type: (Please provide all documentation supporting your Visa status.)				Expiration Date:

Part Two continued on page 2



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## Physical Residency/In-State Tuition Eligibility, Part Two continued

### 8. Where have you lived for the past two years?

<input type="text"/>	to present	<input type="text"/>	<input type="text"/>	<input type="text"/>
mm/dd/yy		Street	City	State
<input type="text"/>	to	<input type="text"/>	<input type="text"/>	<input type="text"/>
mm/dd/yy		mm/dd/yy	Street	City
				State

### 9. Where have you been employed for the past two years?

<input type="text"/>	to present	<input type="text"/>	<input type="text"/>	<input type="text"/>
mm/dd/yy		Organization/Employer	City	State
<input type="text"/>	to	<input type="text"/>	<input type="text"/>	<input type="text"/>
mm/dd/yy		mm/dd/yy	Organization/Employer	City
				State

### 10. For the 12 months prior to the first term of enrollment:

a. Were you a registered voter in Virginia?  Yes  No

If yes, when did you register?   Original  Re-Registered

mm/dd/yy

If no, where are you registered?   Not registered

b. Did you hold a valid driver's license in Virginia?  Yes  No

If yes, when was it issued?   Original  Renewal

mm/dd/yy

If no, what state issued your license?   No license

c. Did you own/operate a motor vehicle registered in Virginia?  Yes  No

If no, where was it registered?   Did not own/operate a motor vehicle

d. Will you have filed a Virginia state resident income tax return in the last tax year?  Yes  No

If no, where did you file?   Did not file state income taxes last year

### 11. Are you an active duty member of the U.S Armed Forces or Virginia or US National Guard? Yes No

If yes, please submit a copy of the most recent:

- Military orders showing permanent duty station
- Proof that the applicant is your military dependent
- Document verifying residence in Virginia

12. Do you have the present intention to remain in Virginia?  Yes  No

13. Do you have a special domicile situation for which you would like to have a confidential phone conversation with a domicile officer? (Examples might include parent residency or citizenship conditions; complex family circumstances; or other) If so, we will call the number listed in #1 above.  Yes  No

**I certify that the information I have provided is true.**

Signature of Person Listed in Part Two: Independent Student, Parent, Legal Guardian, or Spouse (No font or electronic signature) Date

**Non-Resident Provision:** For at least one year prior to the term in which the applicant is planning to enroll: If you have lived outside Virginia, were employed full-time in Virginia AND paid Virginia income taxes, you may be eligible for the non-resident provision. Please submit a letter of explanation and copies of your Virginia state and federal income tax returns to:

Office of the University Registrar  
 William & Mary  
 P. O. Box 8795  
 Williamsburg, VA 23187-8795

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