



UNIVERSITY OF NORTHERN COLORADO

Office of the Registrar

Petition for In-State Tuition Classification

Residency for tuition classification in the State of Colorado is governed by Colorado Revised Statutes §23-7-101, *et. Seq.* Although an individual may be considered a state resident for voting and other legal purposes after being in the state for a short period of time, the tuition law specifies additional requirements for classification as "in-state" for tuition purposes. The Colorado Commission on Higher Education (CCHE) has prepared detailed information that is available at <http://highered.colorado.gov/Finance/Residency/default.html>.

Initially, the Admissions Office or the Graduate School classifies all new students as in-state or out-of-state residents for tuition purposes based on information provided on an admissions application. New students who feel their classification is incorrect should contact the Admissions Office (Undergraduate students) or the Graduate School (Graduate students) as soon as possible.

Continuing UNC students who feel they have met residency requirements under Colorado statute must submit the Petition for In-State Tuition Classification with supporting documentation; a change in classification **is not** automatic. Petitions and supporting documentation must be submitted to the Registrar's Office according to the following deadlines:

Term	Submission Period Begins	Priority Due Date*	Petition Deadline	Domicile Year
Interim 18-19	9/10/18	NA	11/26/18	Dec 10, 2017 – Dec 10, 2018
Spring 2019	10/8/18	11/5/18	12/21/18	Jan 7, 2018 – Jan 7, 2019
Summer 2019	2/11/19	3/11/19	4/29/19	May 13, 2018 – May 13, 2019
Fall 2019	5/20/19	6/24/19	8/12/19	Aug 26, 2018 – Aug 26, 2019
Interim 19-20	9/16/19	NA	12/2/19	Dec 16, 2018 – Dec 16, 2019
Spring 2020	10/14/19	11/11/19	12/30/19	Jan 13, 2019 – Jan 13, 2020
Summer 2020	2/17/20	3/16/20	5/4/20	May 18, 2019 – May 18, 2020
Fall 2020	5/18/20	6/22/20	8/14/20	Aug 24, 2019 – Aug 24, 2020
Interim 20-21	9/14/20	NA	11/30/20	Dec 14, 2019 – Dec 14, 2020
Spring 2021	10/12/20	11/09/20	12/28/20	Jan 11, 2020 – Jan 11, 2021
Summer 2021	2/15/21	3/14/21	5/2/21	May 17, 2020 – May 17, 2021
Fall 2021	5/17/21	6/21/21	8/13/21	Aug 23, 2020 – Aug 23, 2021

***Priority Due Date:** We recommend that you submit your petition no later than 60 days before the semester begins if you anticipate receiving financial aid for the semester in which you are applying for residency. This will enable your financial aid to be processed correctly and credited to your account by the time the semester starts. In most cases, Financial Aid awards will change if your tuition classification changes. You should consult a counselor in the Financial Aid office to ensure your understanding of the adjustments and any new obligations you may have incurred because of receiving in-state status.

For additional information about the requirements for establishing in-state residency, please contact: Office of the Registrar (Carter Hall Room 3002)
970-351-2231
970-351-1870 (Fax)

FREQUENTLY ASKED QUESTIONS

Who sets the rules and procedures for considering individuals as “in-state” students for tuition purposes?

The specific requirements for establishing residency for tuition classification purposes are prescribed by state law. No person may establish domicile in Colorado solely for the purpose of changing a student's classification for tuition purposes from out-of-state to in-state. An individual who seeks to establish domicile while a registered student is presumed to be seeking domicile solely for tuition purposes, which is an unlawful purpose, absent clear and convincing evidence to the contrary [Colorado Revised Statutes § 23-7-101-103(2)(e)].

Can I establish in-state classification with receiving the Western Undergraduate Exchange (WUE) tuition classification?

Through acceptance of the special WUE tuition classification, students acknowledge their intent to maintain their legal domicile in their home state of residence at the time of application. If students desire to change their legal domicile to any other state, including Colorado, they must notify the Tuition Classification Officer in writing and surrender their WUE eligibility for one year prior to petitioning for in-state tuition, and pay the difference in tuition/fees

What documents are required to establish myself as an “in-state” student?

Establishing a new domicile requires physical presence in a place with the simultaneous intent to make that place one's permanent home. Tuition law lists several factors which can be used to determine that intent has been established (i.e. obtaining a driver's license, obtaining vehicle registration, registering to vote, payment of Colorado state income tax, etc.).

There is no one set of criteria that is applied to every individual. You are expected to take appropriate action on all factors relevant in your circumstances. You should comply with all legal obligations of being a Colorado resident.

How old must I be to establish domicile in Colorado?

According to tuition law, there are three possible situations:

1. Individuals at least 22 years of age are eligible to establish domicile in Colorado. Physical presence and intent must be established for 12 months prior to the first day of classes. Thus, an individual will meet the requirements of the law no sooner than his or her 23rd birthday.
2. Individuals under 23 years of age with parents or legal guardians who have established domicile for 12 months prior to the first day of classes could be considered “in-state” for tuition purposes.
3. Students who submit a Minor Student's Emancipation Claim and are found to be emancipated (completely financially independent) prior to the age of 22 are eligible to establish domicile.

What is emancipation?

Emancipation is the parental surrender of claim to right of care and custody of a minor. According to the tuition law, emancipation occurs at the age of 22 years, or upon marriage, or if:

1. The parents or legal guardians submit an affidavit surrendering any claim or right to the care, custody, and earnings of the minor, as well as the duty to support the minor, together with proof that the minor can independently meet all living expenses, including the cost of education; and
2. Failure of the parents or legal guardians to provide financial support (regardless of the date of receipt) and proof that the minor can independently meet all living expenses, including the cost of education.

The 12-month waiting period for establishing domicile begins only after the date of emancipation has been established by appropriate documentation.

Once I live here for one year, will my tuition automatically change?

No. Individuals classified as “out-of-state” who feel they meet the requirements for in-state tuition should submit the Petition for In-State Tuition Classification to the Registrar's Office no earlier than 90 days prior, but no later than the Petition Deadline for the term in which they wish to be considered “in-state”. The tuition classification statute places the burden of proof on the petitioner to provide clear and convincing evidence of eligibility.

If I marry a Colorado resident, will I automatically be allowed to pay “in-state” tuition?

No. Marriage to a Colorado resident does not by itself qualify you for in-state tuition status. Such a marriage may be considered some evidence of intent, but you must maintain your own Colorado domicile for one year.

Is there any consideration given for a minor whose parents have lived in Colorado for a number of years and established “in-state” status, but who move out of state during the minor’s senior year of high school?

Yes. A minor who remains in Colorado may be considered “in-state” for tuition purposes if parents can provide evidence of Colorado domicile for the immediately preceding four years. If the parents or legal guardians leave the state after a minor’s junior year of high school, the minor may still be considered “in-state” if he or she enrolls in a Colorado postsecondary institution within 42 months of the parent’s move, or maintains a Colorado domicile and complies with the other provisions of the statute.

What if my parents are divorced and only one parent lives in Colorado?

If one of the student’s parents has established domicile in Colorado, that unemancipated student can be considered “in-state”.

See <http://higher.ed.colorado.gov/Finance/Residency/default.html> or <http://www.unco.edu/regrec/Residency/Index.html> for specific tuition classification deadlines, guidelines, and statutes.