The attached application and this cover sheet are to be completed by any student attending The University of Southern Maine as a nonresident and who wishes to be considered a Maine resident for tuition purposes. The notarized completed application with all required documentation attached and this cover sheet are to be sent to the Director of Student Accounts, University of Southern Maine, P.O. Box 9300, Portland, Maine 04104-9300. All applications must be received no later than the first day of classes for the fall, spring or summer term for which residency is requested. Applications may not be retroactive.

Typically, one of the five conditions listed below must be met in order for a student to be approved for a change of residency status. Please check the condition under which you are applying for a change of status, and include this sheet as the cover of your completed, notarized application.

I have read the attached University of Maine System Residency Guidelines which provide additional details regarding the criteria used to determine residency.

1. The applicant has lived in the State of Maine, for other than educational purposes one year prior to registration (non-matriculated students) or application for enrollment (matriculated students).

A residence established for the purpose of attending a UMS campus shall not constitute domicile. The burden of proof will be on the student to prove that he or she has established Maine domicile for other than educational purposes. Documentation of ties to the community that go beyond those typical for a student is required. Letters demonstrating active involvement in state/community based activities are encouraged to be included with supporting documentation.

2. The applicant is dependent upon his/her parents or legally-appointed guardians and his/her parents or legally-appointed guardians are domiciled in Maine

3. The spouse of the applicant or domestic partner of the applicant currently has continuous, permanent full-time employment in Maine and the employment began prior to the applicant registering or applying for enrollment at USM.

4. The applicant is the spouse or the domestic partner of a Maine resident who can demonstrate Maine domicile one year prior to the student registering or applying for enrollment.

5. The applicant is a member of, a dependent of a member of, or is the spouse or domestic partner of a member of the United States Armed Forces actively stationed in Maine or, if actively stationed elsewhere, a member who has maintained Maine as his/her domicile.

(Name- Please Print)  (Student ID)

(Signature)  (Date)
THE UNIVERSITY OF MAINE
REQUEST FOR CHANGE OF RESIDENCE STATUS

INSTRUCTIONS
This form is to be completed by those whose admission to the University of Maine System was that of a nonresident, and who now wish to be considered a Maine resident for tuition purposes. This form is to be sent to the appropriate campus officer on or before the first day of classes for the fall, spring or summer semester for which residency is requested. Further instructions will be available at the campus office which issues this form.

Please answer all questions completely, using "NONE" or "N/A" for those questions which do not apply to your situation. If you need more space or wish to make a further statement, feel free to attach pages, clearly indicating the subject of each addition.

PLEASE PRINT OR TYPE
1. Name ___________________________ Social Security No. ___________________________
   First _______ Middle _______ Last _______
2. Present Address own □ rent □
   Number _______ Street _______ Apt# _______
   City _______ State _______ Zip _______
   Telephone Area: _______
3. Permanent Address own □ rent □
   Number _______ Street _______ Apt# _______
   City _______ State _______ Zip _______
   Telephone Area: _______
4. Date of Birth _______ / _______ / _______ Place of Birth _______ City _______ State _______
5. Father’s Name _______ Last _______ First _______ Middle _______
   His address ____________
   Number _______ Street _______ City _______ State _______ Zip _______
   Since _______ / _______ / _______ Home Phone (___) Business Phone (___)
   Month Day Year _______ Area _______ Area _______
6. Mother’s Name _______ Last _______ First _______ Middle _______
   Her address ____________
   Number _______ Street _______ City _______ State _______ Zip _______
   Since _______ / _______ / _______ Home Phone (___) Business Phone (___)
   Month Day Year _______ Area _______ Area _______
7. Spouse or Domestic Partner’s Name _______ Last _______ First _______ Middle _______
   Address ____________
   Number _______ Street _______ City _______ State _______ Zip _______
   Since _______ / _______ / _______
8. Do you have a guardian? □ No; □ Yes. □ Legal; □ Informal.
   Guardian’s Name _______ Last _______ First _______ Middle _______
   Date of Court Order _______ / _______ / _______
   Address ____________
   Number _______ Street _______ City _______ State _______ Zip _______
   Since _______ / _______ / _______
9. List all Colleges/Universities attended in the last 3 years.

<table>
<thead>
<tr>
<th>Institution</th>
<th>State</th>
<th>Dates Attended from</th>
<th>Dates Attended to</th>
<th>Degree Program</th>
<th>In-State Tuition</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>mo / year</td>
<td>mo / year</td>
<td></td>
<td>□ No; □ Yes.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>mo / year</td>
<td>mo / year</td>
<td></td>
<td>□ No; □ Yes.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>mo / year</td>
<td>mo / year</td>
<td></td>
<td>□ No; □ Yes.</td>
</tr>
</tbody>
</table>

10. Number of credit hours currently registered for _______
11. Have you been enrolled each semester since your first entry? Yes □ No □
12. If not, explain interruption (cause, where you resided, type of work or services, dates) ________________________________

13. Name and location of last high school attended ________________________________
High School: _______ City _______ State _______
14. List all employers, employers’ addresses, dates of employment, in past 2 years.

<table>
<thead>
<tr>
<th>Employer</th>
<th>City</th>
<th>State</th>
<th>Hours Per Week</th>
<th>From</th>
<th>Dates To</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>mo / year</td>
<td>mo</td>
<td>/ year</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>mo / year</td>
<td>mo</td>
<td>/ year</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>mo / year</td>
<td>mo</td>
<td>/ year</td>
</tr>
</tbody>
</table>
15. Date of Arrival in Maine  

List all addresses where you have resided in the immediate preceding 2 years. Give inclusive month/day/year for each residence, including current residence and the reason you resided at that address, for example, parents’ residence, school, employment, etc.

<table>
<thead>
<tr>
<th>Address</th>
<th>City</th>
<th>State</th>
<th>From mo/day/year</th>
<th>To mo/day/year</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

16. How many continuous months have you resided in the state of Maine?

17. If you have been absent from Maine excluding holidays in the immediately preceding twelve months, please describe below.

<table>
<thead>
<tr>
<th>From mo/day/year</th>
<th>To mo/day/year</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

18. List dates and states of each place in which you have registered to vote in the past 2 years.

<table>
<thead>
<tr>
<th>Date of Registration</th>
<th>State</th>
</tr>
</thead>
<tbody>
<tr>
<td>mo/day/year</td>
<td></td>
</tr>
<tr>
<td>mo/day/year</td>
<td></td>
</tr>
</tbody>
</table>

19. Which state(s) has withheld state income taxes from your salary in the past 2 years?  
(Indicate all states for each year listed.)

<table>
<thead>
<tr>
<th>Tax Year</th>
<th>State or States</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jan. 1 to Dec. 31, 20_</td>
<td></td>
</tr>
<tr>
<td>Jan. 1 to Dec. 31, 20_</td>
<td></td>
</tr>
</tbody>
</table>

20. What state did you list as your legal residence on your last Federal Income Tax Return?

_________
21. Have you operated a motor vehicle in the past 12 months? □ No; □ Yes.
   Your license number ___________________________ State ___________________________ Expiration Date ___________

   When was your license last renewed? _______________ Month ______ Year _____________

   If you own a motor vehicle, what is the registration number? ____________________________ State ___________________________

   Names of the registered owner(s) of the vehicle(s) you operated ____________________________

22. Do you own any real property? □ No; □ Yes. Type of property ________________

   Location _________________________________________ Date of Purchase ____________ / ______ / ______

   □ Residence; □ Farm; □ Business; etc. ____________________________ Month ______ Day ______ Year ______

23. Do you have a bank account (checking or savings)? □ No; □ Yes. If yes, complete this section.

<table>
<thead>
<tr>
<th>Bank</th>
<th>City</th>
<th>State</th>
<th>Account Opened</th>
<th>Type of Account</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>month/year</td>
<td>Checking ☐</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Savings ☐</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>month/year</td>
<td>Checking ☐</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Savings ☐</td>
</tr>
</tbody>
</table>

24. What are your career plans upon completion of your studies? __________________________________________

25. Do you intend to relinquish your residency in any other state and establish it in Maine? ________________

   How long do you intend to reside in Maine? __________________________________________

26. What state do you consider your permanent abode? ________________ List any other information which may be pertinent to your

   classification as a Maine resident for tuition purposes. __________________________________________

27. Are you receiving financial assistance from any state other than Maine? □ No; □ Yes.

   If yes, complete this section. Type of assistance ____________________________

   Date Received ____________ / ______ / ______

   Name of granting agency ____________________________ City ____________________________ State ____________________________

28. If you applied for federal financial aid, what state did you indicate as your legal residence on your application? ________________

29. Did your parents or legal guardian claim you as a dependent on federal or state income tax returns in the immediate past tax year?

   □ No; □ Yes. If yes, who: □ Father; □ Mother; □ Guardian.

30. If presently independent of parents' support, indicate how you are financing living and tuition expenses. __________________________________________

31. Have you served in the U.S. Armed Forces? □ No; □ Yes. If yes, complete this section.

   a. Place of induction ________________ Date ____________ / ______ / ______ Age when inducted ______

   b. Permanent home of record on your original entry papers

   City ____________________________ State ____________________________

   Permanent home of record on your separation papers (DD-214) ____________________________

   City ____________________________ State ____________________________

   c. Indicate each city and state in which you purchased real property while in the service.

   City ____________________________ State ____________________________

   City ____________________________ State ____________________________

32. Indicate city, state, and date of draft registration.

   City ____________________________ State ____________________________ Month ______ Day ______ Year ______

33. Are you a citizen of the United States? □ Yes. □ No; If no, complete this section.

   Country of citizenship ____________________________ Date of entry into the United States ____________

   □ Immigration ____________________________

   Type of visa: □ Student ____________________________

   If Immigrant, Alien Registration No. ____________________________

   □ Diplomatic ____________________________

34. Are you a dependent of a member of the United States Armed Forces? □ No; □ Yes.

   If yes, address of military station ____________________________

   City ____________________________ State ____________________________
ALL PETITIONERS MUST COMPLETE THIS SECTION

I am declaring Maine as my state legal residence for tuition purposes, I certify that the information presented in support of this application is true and correct.

Date______________________ Signed_________________________

Sworn and subscribed before me this __________________ day of __________________ 20________

Notary Public

My commission expires __________________

NOTE: To support your claim of residency, please attach the following documents to this application.
1. Certification of voter registration from the town or city clerk of your community.
2. Rent receipts or copy of the lease covering the previous 12 months of your residence in Maine.
3. Copy of drivers license.
4. Copy of automobile registration.
5. Copy of current bank account statement.
6. Copy of parents Federal income tax form 1040 (excluding schedules) for most recent tax year.
7. Copy of your state income tax form (excluding schedules) for the most recent tax year.
8. Other documents that you feel appropriate for support of your claim of residence.

__________________________
UNIVERSITY USE ONLY

Action for Change of Residence Status:

Yes No

Campus Officer

Effective Date (if approved)

Comments:

Appeals:

Yes No Date

Campus President

Yes No Date

Treasurer, University of Maine System

Student e-mail address ________________________________