 **Petition for Residency for Tuition Purposes**

**Graduate or Professional (Law & Pharmacy) Students Only**

Background: A graduate or professional student who is initially considered a non-resident for tuition purposes may only be considered thereafter a resident for tuition purposes if one of the five criteria following items from UW Regulation 8-1-III-C is met:

1. The person, including the spouse and any child (including a financial dependent who is under the age of 24), lives in Wyoming and that person:
   1. Has his or her principal employment located within Wyoming and the income from his or her employment is the principal source of income for his or her family (excluding funds from University of Wyoming stipends, work study positions, or assistantships); and
   2. The individual pays Wyoming taxes as required by law; and
   3. He or she has been employed within Wyoming for at least a majority of the twelve (12) consecutive months immediately preceding the student’s application for resident tuition.
2. The student is a graduate of a Wyoming high school.
3. The student is an active Wyoming National Guard member or is a member of the U.S. Armed Forces stationed in Wyoming, or one of their dependents.
4. The student has a University-funded fellowship or graduate assistantship, for the duration of the fellowship.
5. The student is a Wyoming resident temporarily absent from the State due to military service, attendance at an educational institution, or other type of documented temporary absence.

**Directions:** Please print clearly and answer each question. Students should complete all sections applicable to their particular circumstances and attach copies of all requested documentation. **The completed petition with appropriate documentation must be submitted to the Office of the Registrar, West Wing, Knight Hall no later than 5:00 p.m. local time of the first day of classes for the term for which reclassification is being requested, based off of the university’s academic calendar.** New students must apply and be accepted for admission before a residency petition will be reviewed. No decision made which grants tuition status will be retroactive to a prior semester.

**General Information – Student**

|  |  |
| --- | --- |
| (a) Name (Last, First, Middle Initial): | 1. W#: |
| 1. Address: | |
| 1. Term and year for which you are seeking residency: | |

1. For students petitioning based on criteria #1 above, please provide documentation which indicates relevant dates and complete the box below. Examples of documentation to support this criteria may include:
   * Marriage certificate or guardianship paperwork
   * Paycheck stubs for the required period of time during the previous 12 months
   * official IRS documents such as tax transcripts, W2 forms, or 1099 forms

Income

Employment income for previous 12 months: $

\*Include relevant paycheck stubs.

Expenses for previous 12 months

Housing (to include utilities):                                  $

(This amount should include utilities.)

Food:       $

Tuition & Miscellaneous: $

**Total                                   $**

1. For students petitioning based on criteria #2 above, official high school transcripts must be submitted.
2. For students petitioning based on criteria #3 or #5 above, verifiable copies of military orders must be submitted.
3. For students petitioning based on criteria #4 above, documentation from the UW Student Financial Aid official must be submitted.

**Students should make a copy of their petition and included documentation**

***prior* to submitting it to the Office of the Registrar.**

|  |
| --- |
| **NOTARIZATION:**  **The student submitting this petition must sign this section in the presence of a notary. This petition cannot be acted upon until notarized.**  **Print student’s name:**  **State of**  **County of**  The undersigned person, being first duly sworn, deposes and says:  I hereby swear/affirm that the answers given in this petition are accurate and complete, and that all documents included are true and correct copies of the original documents requested.  I am aware that any false or misleading statements on this petition may result in the University revoking in-state status, assessing retroactive tuition and fees, and/or taking disciplinary action.  I also understand that I am financially and academically responsible for all classes for which I have registered or will register in the future, regardless of the outcome of this petition process.  Signature of Student:  Subscribed and sworn to (or affirmed) before me this day of , 20 .  **S**  **E** Notary Public:  **A** My commission expires:  **L** |