



IDAHO RESIDENCY DETERMINATION WORKSHEET

Approved: _____ Denied: _____
Date: _____ Evaluator: _____

STUDENT NAME: _____ Date: _____
Last First Middle

STUDENT ID NUMBER: _____

Email address: _____ DOB: _____

Term for which worksheet submitted: Fall, 20____ Spring, 20____ Summer, 20____

PLEASE READ BEFORE COMPLETING

DEADLINE: Qualifications for residency must be met **prior to the opening day of the semester** for which the reclassification is sought. All worksheets and required documentation must be **submitted by the 10th day** of the semester in which reclassification is sought. Failure to provide required documentation with the worksheet will result in denial of residency.

I certify by my notarized signature on page 4 that the statements made in this worksheet and the information provided are true, complete, and correct to the best of my knowledge. I understand that any material misrepresentation or omission from this worksheet may be grounds for institutional action which may affect my status as a student.

Students who wish to be considered for resident fees are expected to read the Idaho Residency Law and Administrative Rules, complete this worksheet, and submit required documentation to the appropriate office.

If additional space is required, attach a separate sheet. Additional documents may be requested from the student, parent, legal guardian, or spouse to support this worksheet. Once signed, notarized, and received by the institution, this worksheet and accompanying documentation become an official document on which questions of residency are resolved. This document will not be returned to the student. **Please review your responses carefully before the document is signed and notarized.**

PLEASE PRINT OR TYPE

PART I: Complete ALL of PART I.

Present Address: _____
number & street city state zip area code phone

Permanent Address: _____
number & street city state zip area code phone

Citizenship: USA Other

If citizenship is "other," provide copies of relevant Immigration documents including but not limited to your visa. **Attach copy of Permanent Resident Card or US Citizenship and Immigration Services Approval Notice.**

If citizenship is "other," answer the following questions: Country of citizenship: _____

Visa type: _____ Alien registration number: A - _____ Other: _____

Have you received financial assistance provided by a state other than Idaho to attend an institution within Idaho? Yes No

If yes, what were the dates (month/day/year) and types of assistance? From: _____ To: _____

From: _____ To: _____

Have you received WUE (Western Undergraduate Exchange) non-resident tuition assistance? Yes No

If yes, what were the dates (month/day/year) of assistance? From: _____ To: _____

PART I continued

Have you been out of Idaho during the last 12 months? Yes No If yes, give dates and reasons for your absence.

Dates (month/day/year)		City & State	Purpose
From: _____	To: _____	_____	_____
From: _____	To: _____	_____	_____
From: _____	To: _____	_____	_____

PART II: Please check **all** boxes that are applicable to you and fill in the blanks below the checked box(es). **YOU MUST CHECK AT LEAST ONE (A – J).**

- A.** One or more of my parents/legal guardians or spouse's parents is domiciled in Idaho and has maintained a bona fide domicile in Idaho for at least 12 months prior to the opening day of the school term which I plan to enroll **AND** I receive at least 50% of my financial support from my parents/legal guardians. **Parents/legal guardians must complete PART III and IV and/or V.**
 Check one: Parent(s) Legal Guardian(s)
 Name(s) of parent(s)/legal guardian(s) residing in Idaho: _____
 Physically resided in Idaho since: _____
month/day/year
 What percentage of financial support do you receive from your parent(s)/legal guardian(s)? _____
Permanent Address: _____
number & street city state zip
- B.** I receive **LESS THAN** 50% of my financial support from parents/legal guardians. I have continuously resided and maintained a bona fide domicile in Idaho for purposes other than education for at least 12 months prior to the opening day of the term at this institution.
 What percentage of financial support do you receive from your parent(s)/legal guardian(s)? _____
- C.** I am or will be a graduate of an accredited Idaho high school and I will attend this institution during the term immediately following high school graduation. **Attach verification of your graduation from an Idaho high school or current enrollment at an Idaho institution for medical education residency.**
 Accredited Idaho high school from which I graduated: _____
 Graduation date: _____ Institution currently attending: _____
month/year
- D.** I am married to an Idaho resident. My spouse is a resident of _____ County. **Attach a copy of your marriage certificate and have your spouse complete PART III and IV and/or V if not a current student.**
 Name of your spouse who is an Idaho resident: _____
 Is your spouse a student at this university/college? Yes No If yes, spouse's ID#: _____
- E.** I or my spouse is a member of the Armed Forces stationed in Idaho on military orders. I or my spouse is stationed in _____ County. **Attach a copy of the orders assigning you in Idaho and attach a copy of your marriage certificate (if your spouse is stationed in Idaho on military orders).**
- F.** I am an officer or an enlisted member of the Idaho National Guard. **Attach a copy of your orders assigning you to the Idaho National Guard.**
- G.** One or more of my parents/legal guardians, from whom I receive 50% or more of my support, is a member of the Armed Forces stationed in Idaho. They are stationed in _____ County. **Attach a copy of orders assigning one or both parents in Idaho, and attach a copy of your dependant military ID card.**
 Check one: Parent(s) Legal Guardian(s) Percentage of support provided: _____
 Location where parent(s) or legal guardian(s) is presently stationed with the Armed Forces: _____
 Date of assignment: _____
month/day/year
- H.** I have been separated under honorable conditions from the Armed Forces after at least two years of service. At the time of separation, I designated the State of Idaho as my intended domicile or indicated Idaho as my home of record, and I am entering this institution within one year of the date of separation. **Attach a copy of your DD214.**
- I.** I have been away from the State of Idaho. I have not established legal residence elsewhere. I was a resident of the State of Idaho for a continuous 12-month period immediately prior to departure. **Please answer the following questions (continues to next page) and complete PART III and IV and/or V for the period of residence in Idaho.**

PART II continued

1. Give dates and reasons for absence from the State of Idaho:

Dates (month/day/year)	Reasons:
From: _____ To: _____	_____
From: _____ To: _____	_____

2. Give dates, reason(s) you qualified as a resident prior to leaving the State of Idaho:

Dates (month/day/year)	Reasons:
From: _____ To: _____	_____
From: _____ To: _____	_____

3. Have you been away from the state of Idaho for a period of time equaling less than 30 months? Yes No
4. Have you been enrolled in a postsecondary institution outside the state of Idaho? Yes No **If yes, please provide a letter from the institution stating your residency classification while enrolled.**
5. Do you certify that you have **not** established legal residence in a state other than Idaho in the time that you have been gone?
 Yes No

- J.** I am a member of one of the following Idaho Native American Indian tribes: Coeur d'Alene, Shoshone-Paiute, Nez Perce, Shoshone-Bannock, Kootenai. **Attach a copy of your tribal membership papers.**

PART III: PLEASE ANSWER ALL QUESTIONS. Answers are to be for the person on which residency is based.

I am the: Student Student's spouse Student's parent Student's legal guardian

Name of person completing worksheet (if not student): _____
Last First Middle

1. Date on which you arrived in Idaho to establish a bona fide domicile: _____
month/day/year
2. List your purposes for being in Idaho: _____
3. **(PARENT(S)/GUARDIAN(S) ONLY)** What percentage of financial support do you provide the student? _____
 Please list your state of residence: _____
4. **(PARENT(S)/GUARDIAN(S) OR SPOUSE ONLY)** Are you a citizen of the United States? Yes No **If no, complete this section and attach a copy (front and back) of your resident card, visa, and/or refugee stamp in your passport.**
- Country of citizenship: _____
- Legal Permanent/Temporary Resident: _____ Refugee Status: _____
- Visa Status: _____ Type of Visa: _____

PART IV: PLEASE ANSWER ALL QUESTIONS. Answers are to be for the person on which residency is based. If you can answer **yes** to ANY of these questions, skip part V and proceed to notarization.

1. Have you filed a full-year resident **Idaho** state income tax return? Yes No **If yes, provide the following information and attach a copy of your full-year resident Idaho state tax return:**

Tax Year	Date Filed (month/day/year)	Address given on tax form
_____	_____	_____
_____	_____	_____

2. Have you maintained permanent, full-time employment in Idaho? Yes No

List your employment for the previous 12 months. **Attach documentation from your employer(s) stating the average number of hours you worked per week.**

Dates (month/year)	Employer	City & State	Hours/wk
From: _____ To: _____	_____	_____	_____
From: _____ To: _____	_____	_____	_____
From: _____ To: _____	_____	_____	_____

PART IV continued

3. Do you own and reside in your own living quarters in Idaho? Yes No **If yes, attach documentation verifying ownership.**

_____ Date Purchased: _____
number & street city state zip month/day/year

PART V: PLEASE ANSWER ALL QUESTIONS, IF ALL ANSWERS IN PART IV ARE NO. Answers are to be for the person on which residency is based.

1. Do you own any motor vehicle(s), mobile home(s), trailer(s), boat(s), etc.? Yes No **Attach copy(ies) of Idaho vehicle registration(s).** Original date of registration: _____
month/day/year

2. Are you currently registered to vote? Yes No **Attach documentation of your voter registration.**
Date Registered _____ City _____ State _____ Date Voted _____
month/day/year month/day/year

3. Do you hold a Driver's License/State ID Card? Yes No **If yes, attach a copy of your Driver's License/State ID Card.**
State where issued: _____ Original date issued: _____
month/day/year

4. Can you claim domicile in any other state? Yes No **If no, attach documentation to provide evidence of abandonment of previous domicile.**

5. Where are your household goods and/or belongings currently located? **Attach documentation of location of household goods such as a property tax statement, a residential lease, etc.**

_____ number & street city state zip

6. Do you bank at a financial institution in Idaho? Yes No **If yes, give name and location of bank and attach documentation from your financial institution.** (Bank statement must have Idaho address)
Name _____ Address _____
Date account established: _____
month/day/year

NOTARIZATION: The student submitting this worksheet must sign this section in the presence of a notary. This worksheet cannot be acted upon until notarized. This section is to be completed by a notary public after this form has been filled out.

State of _____

County of _____

The undersigned person, being first duly sworn, deposes and says:

I hereby certify, under the penalty of perjury, that all statements herein and the information provided are true and correct, and this institution may rely on such statements and information. I full understand that this institution reserves the right to all available remedies in the event such information is not true and correct, including but not limited to the recovery of all fees to which this institution is legally entitled, but which were not collected because of false information stated herein. I further understand that this institution may take any legal action necessary to recover any outstanding financial obligation.

Do not sign this form until in the presence of a notary public _____
Signature of Student

Subscribed and sworn to (or affirmed) before me this _____ day of _____,

S _____
E Notary Public
A
L My commission expires: _____

IN THE HOUSE OF REPRESENTATIVES

HOUSE BILL NO. 211

BY EDUCATION COMMITTEE

AN ACT

RELATING TO RESIDENCY REQUIREMENTS FOR PUBLIC INSTITUTIONS OF HIGHER EDUCATION; AMENDING SECTION 33-3717B, IDAHO CODE, TO REVISE THE DEFINITION OF "RESIDENT STUDENT"; AND DECLARING AN EMERGENCY.

Be It Enacted by the Legislature of the State of Idaho:

SECTION 1. That Section 33-3717B, Idaho Code, be, and the same is hereby amended to read as follows:

33-3717B. RESIDENCY REQUIREMENTS. (1) For any public institution of higher education in Idaho, a "resident student" is:

(a) Any student who has one (1) or more parent or parents or court-appointed guardians who are domiciled in the state of Idaho, and the parent, parents or guardians provide at least fifty percent (50%) of the student's support. Domicile, as used in this section, means that individual's true, fixed and permanent home and place of habitation. It is the place where that individual intends to remain, and to which that individual expects to return when that individual leaves without intending to establish a new domicile elsewhere. To qualify under this section, the parent, parents or guardians must have maintained a bona fide domicile in the state of Idaho for at least twelve (12) months prior to the opening day of the term for which the student matriculates.

(b) Any student, who receives less than fifty percent (50%) of the student's support from a parent, parents or legal guardians and who has continuously resided and maintained a bona fide domicile in the state of Idaho primarily for purposes other than educational for twelve (12) months next preceding the opening day of the term during which the student proposes to attend the college or university.

(c) Subject to subsection (2) of this section, any student who is a graduate of an accredited secondary school in the state of Idaho, and who matriculates at a college or university in the state of Idaho during the term immediately following such graduation regardless of the residence of the student's parent or guardian.

(d) The spouse of a person who is classified, or is eligible for classification, as a resident of the state of Idaho for the purposes of attending a college or university.

(e) A member of the armed forces of the United States, stationed in the state of Idaho on military orders.

(f) An officer or an enlisted member of the Idaho national guard.

(g) A student whose parent or guardian is a member of the armed forces and stationed in the state of Idaho on military orders and who receives fifty percent (50%) or more of support from parents or legal guardians. The student, while in continuous attendance, shall not lose that residence when the student's parent or guardian is transferred on military orders.

1 (h) A person separated, under honorable conditions, from the United States armed forces
2 after at least two (2) years of service, who at the time of separation designates the state
3 of Idaho as his intended domicile or who has Idaho as the home of record in service
4 and enters a college or university in the state of Idaho within one (1) year of the date of
5 separation.

6 (i) Any individual who has been domiciled in the state of Idaho, has qualified and
7 would otherwise be qualified under the provisions of this statute and who is away
8 from the state for a period of less than thirty (30) months and has not established legal
9 residence elsewhere provided a twelve (12) month period of continuous residence has
10 been established immediately prior to departure; provided however, time spent away from
11 the state while enrolled in a postsecondary education program shall not be included in
12 the thirty (30) months. Such time spent away from the state while enrolled shall include
13 normal academic year breaks, such as summer breaks or breaks between semesters or
14 quarters, that occur prior to the receipt of the postsecondary degree.

15 (j) A student who is a member of any of the following Idaho Native American Indian
16 tribes, regardless of current domicile, shall be considered an Idaho state resident for
17 purposes of fees or tuition at institutions of higher education: members of the following
18 Idaho Native American Indian tribes, whose traditional and customary tribal boundaries
19 included portions of the state of Idaho, or whose Indian tribe was granted reserved lands
20 within the state of Idaho: (i) Coeur d'Alene tribe; (ii) Shoshone-Paiute tribes; (iii) Nez
21 Perce tribe; (iv) Shoshone-Bannock tribes; (v) Kootenai tribe.

22 (2) A "nonresident student" shall mean any student who does not qualify as a "resident
23 student" under the provisions of subsection (1) of this section, and shall include:

24 (a) A student attending an institution in this state with the aid of financial assistance
25 provided by another state or governmental unit or agency thereof, such nonresidency
26 continuing for one (1) year after the completion of the semester for which such assistance
27 is last provided.

28 (b) A person who is not a citizen of the United States of America, who does not have
29 permanent or temporary resident status or does not hold "refugee-parolee" or "conditional
30 entrant" status with the United States immigration and naturalization service or is not
31 otherwise permanently residing in the United States under color of the law and who does
32 not also meet and comply with all applicable requirements of this section.

33 (3) The establishment of a new domicile in Idaho by a person formerly domiciled
34 in another state has occurred if such person is physically present in Idaho primarily for
35 purposes other than educational and can show satisfactory proof that such person is without
36 a present intention to return to such other state or to acquire a domicile at some other place
37 outside of Idaho. A student who is enrolled for more than eight (8) hours in any semester
38 or quarter during a twelve (12) month period shall be presumed to be in Idaho for primarily
39 educational purposes. Such period of enrollment shall not be counted toward the establishment
40 of a bona fide domicile in this state unless the student proves, in fact, establishment of a
41 bona fide domicile in this state primarily for purposes other than educational. Institutions
42 determining whether a student is domiciled in the state of Idaho primarily for purposes other
43 than educational shall consider, but shall not be limited to, the following factors:

44 (a) Any of the following, if done for at least twelve (12) months before the term in
45 which the student proposes to enroll as a resident student, proves the establishment

1 and maintenance of domicile in Idaho for purposes other than educational and supports
2 classification of a student as an Idaho resident:

- 3 (i) Filing of Idaho state income tax returns covering a period of at least twelve
4 (12) months before the term in which the student proposes to enroll as a resident
5 student;
- 6 (ii) Permanent full-time employment or the hourly equivalent thereof in the state
7 of Idaho; or
- 8 (iii) Ownership by the student of the student's living quarters.

9 (b) The following, if done for at least twelve (12) months before the term in which the
10 student proposes to enroll as a resident student, lend support to domiciliary intent and the
11 absence of which indicates a lack of domiciliary intent. By themselves, the following do
12 not constitute sufficient evidence of the establishment and maintenance of a domicile in
13 Idaho for purposes other than educational:

- 14 (i) Registration and payment of Idaho taxes or fees on a motor vehicle, mobile
15 home, travel trailer or other item of personal property for which state registration
16 and the payment of a state tax or fee is required;
- 17 (ii) Registration to vote for state elected officials in Idaho at a general election;
- 18 (iii) Holding an Idaho driver's license;
- 19 (iv) Evidence of abandonment of a previous domicile;
- 20 (v) Presence of household goods in Idaho;
- 21 (vi) Establishment of accounts with Idaho financial institutions; and
- 22 (vii) Other similar factors indicating intent to be domiciled in Idaho and the
23 maintenance of such domicile.

24 (4) The state board of education and the board of regents of the university of Idaho
25 shall adopt uniform and standard rules applicable to all state colleges and universities now or
26 hereafter established to determine resident status of any student and to establish procedures for
27 review of that status.

28 (5) Appeal from a final determination denying resident status may be initiated by the
29 filing of an action in the district court of the county in which the affected college or university
30 is located; an appeal from the district court shall lie as in all civil actions.

31 (6) Nothing contained herein shall prevent the state board of education and the board of
32 regents of the university of Idaho from establishing quotas, standards for admission, standards
33 for readmission, or other terms and requirements governing persons who are not residents for
34 purposes of higher education.

35 (7) For students who apply for special graduate and professional programs including,
36 but not limited to, the WWAMI (Washington, Wyoming, Alaska, Montana, Idaho) regional
37 medical program, the WICHE student exchange programs, Creighton university school of
38 dental science, the university of Utah college of medicine, and the Washington, Oregon, Idaho
39 (WOI) regional program in veterinary medical education, no applicant shall be certified or
40 otherwise designated as a beneficiary of such special program who has not been a resident of
41 the state of Idaho for at least one (1) calendar year previous to the application date.

42 SECTION 2. An emergency existing therefor, which emergency is hereby declared to
43 exist, this act shall be in full force and effect on and after its passage and approval.