



## Office of Admissions Petition for In-State Tuition

This petition is used by continuing students who have attended and paid non-resident tuition during the past three semesters, students who were emancipated prior to turning 23 years old, students who did not submit the In-State Correction Form by the published deadline in the current term schedule, or students who were asked by the Tuition Classification Officer at MSU Denver to complete this form. This form must be submitted by the published deadline for determination. The deadline for the Petition for In-State Tuition is 30-days after the first day of the semester. University published deadlines are listed on the Academic Calendar as well as the Residency page of the website. Failure to do so will result in non-resident tuition without the right to appeal.

The Colorado tuition law requires students to show clearly and convincingly that they qualify for in-state status. The student is responsible to provide any information and documentation necessary for MSU Denver to determine eligibility for in-state tuition classification. More information, including deadlines, can be found on our website: [msudenver.edu/admissions/residency](https://msudenver.edu/admissions/residency).

Students must be able to prove that their Colorado domicile began no later than 12 months preceding the start of classes for the semester that they are requesting in-state tuition classification. The University's determination of domicile for tuition purposes will be made on the basis of written information and supportive documentation supplied with this Petition. Failure to include any required document or answer any question by the deadline may render the petition invalid.

If false information or any falsified supporting document is included in this petition, the petition will be void and any determination of in-state classification based on the Petition will be nullified. Documents become the property of MSU Denver and will not be returned. Petitions will be digitally stored to the student's file and all original documents will be shredded.

Please refer to the MSU Denver website for tuition payment deadlines. Students who are classified as non-resident for tuition purposes will be subject to the non-resident tuition and fees. The University will send status notifications on any decision or any request for additional information to the student's MSU Denver email.

|   |                                  |                                 |   |
|---|----------------------------------|---------------------------------|---|
| Student's Name: _____   | Student ID Number: _____         |                                 |   |
| Date of Birth: _____<br>mo/day/yr   | Age: _____                       | Phone #: _____                  |   |
| Citizenship or Immigration Status: <input type="checkbox"/> U.S. Citizen <input type="checkbox"/> Permanent Resident <input type="checkbox"/> Asylee / Refugee<br><input type="checkbox"/> Adjustment Applicant <input type="checkbox"/> DACA / Undocumented <input type="checkbox"/> Other _____ |                                  |                                 |   |
| Marital Status: _____   | Date Married: _____<br>mo/day/yr | Maiden Name: _____              |   |
| What semester are you applying for In-State Tuition?  | <input type="checkbox"/> Fall    | <input type="checkbox"/> Spring | <input type="checkbox"/> Summer _____<br>year |

|                        |                         |                           |             |
|------------------------|-------------------------|---------------------------|-------------|
| <b>OFFICE USE ONLY</b> |                         |                           |             |
| Term: _____            | Residency Status: _____ | Approved/Denied by: _____ | Date: _____ |
| Comments: _____        |                         |                           |             |



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## DIRECTIONS:

- **Read and answer every question on this petition carefully.**  
Submitting an incomplete Petition and/or failing to provide supportive documents will delay processing. A & B will help you determine if we need the student's, parent's or legal guardian's information for tuition classification purposes.
- **Provide supportive documentation.**  
This may include but is not limited to proof of guardianship, emancipation, military status as well as evidence of Colorado domicile (presence and intent) for 12 months preceding the start of classes.

Proof of Legal Guardianship:

- Court Decree or Letter of Guardianship
- Statement from the court that shows living birth parents do not provide substantial support
- Certified statement from the court that shows this appointment is not due to tuition classification purposes

Evidence of Emancipation:

- Individual and Parent's Federal Income Tax (1040)
- Monthly Bank Statements
- Trust Account Statements

Proof of Military or Veterans

- Active Duty Leave and Earnings Statement (LES)
- Military Service Record for Discharged Veterans (DD-214)

Evidence of Physical Presence:

- Lease Agreement
- Mortgage Statement
- Warranty Deed
- Utility Bills
- Bank Statements

Evidence of Intent:

- License or State Identification
- Employment Offer Letter
- Pay Stubs
- State Income Tax Returns
- Voter Registration
- Vehicle Registration

A. Graduate student:  No (continue)  Yes (skip to 1; complete page 3 with student's information)

B. Student married:  No (skip to C)  
 Yes (continue)

Date of marriage at least 12 months preceding the start of classes:

- No (skip to 1; complete page 3 and Emancipation Determination with student's information)
- Yes (skip to 1; complete page 3 with student's information and provide copy of marriage license)

C. Student under the age of 23 on the day before classes begin:  No (skip to 1)  Yes (continue)

Parent or legal guardian live in Colorado:

- No (skip to 1; complete page 3 and Emancipation Determination with student's information)
- Yes (continue)

Name of Parent or Legal Guardian: \_\_\_\_\_

Relationship to Student: \_\_\_\_\_  
(complete page 3 with parent or court-appointed legal guardian information and provide documentation)



# Office of Admissions Petition for In-State Tuition

1. List each **address you have lived at** and the dates you lived there for the past 12 months:

|        |       |       |       |       |       |       |       |       |       |
|--------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| _____  | _____ | _____ | _____ | _____ | _____ | _____ | _____ | _____ | _____ |
| street | city  | state | zip   | date  | to    | date  |       |       |       |
| _____  | _____ | _____ | _____ | _____ | _____ | _____ | _____ | _____ | _____ |
| street | city  | state | zip   | date  | to    | date  |       |       |       |

2. List **source of income or support** for the past 12 months: (employment, government benefit, individual assistance)

|        |       |       |       |       |       |       |       |       |       |
|--------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| _____  | _____ | _____ | _____ | _____ | _____ | _____ | _____ | _____ | _____ |
| source | city  | state | zip   | date  | to    | date  |       |       |       |
| _____  | _____ | _____ | _____ | _____ | _____ | _____ | _____ | _____ | _____ |
| source | city  | state | zip   | date  | to    | date  |       |       |       |

3. List the last two years of **Colorado state income tax return**: \_\_\_\_\_  
year year

If you did not file in the past 2 years, please state reason(s): \_\_\_\_\_

Have you filed income tax in another state? No Yes \_\_\_\_\_  
year year

4. Do you have a **current Colorado driver's license or state identification**? No Yes

5. Are you **registered to vote** in the State of Colorado? No Yes (www.govotecolorado.com)

6. Are you an owner of a **motor vehicle** that is registered with the State of Colorado? No Yes

7. Did you **accept employment in Colorado** prior to moving here? No Yes

8. Did you serve in the **military** within the past two years? No Yes

Were you stationed in Colorado? No Yes Dates of service: \_\_\_\_\_  
mm/dd/yy mm/dd/yy

9. Graduation from a **Colorado High School** after attending consecutively for 3 years? No Yes

10. Attendance at a **Colorado College or University** within the past 12 months? No Yes

**I hereby swear/affirm that the answers given in this petition are accurate and complete, and that all the documents, attached hereto, are true and unaltered. If my circumstances change, affecting my tuition status, I agree to notify the Office of Admissions in writing within 15 days of such change. I understand that I am financially and academically responsible for all classes that I will or have registered for regardless of the outcome of this petition process.**

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent or Court Appointed Legal Guardian  
(only required if their information is provided)

\_\_\_\_\_  
Date