Dear Petitioner:

The Petition for In-state Tuition/Residency follows this introductory letter. Most petitioners will find that all of their questions about in-state tuition regulations and applying for in-state tuition are answered in material posted at: http://www.ucdenver.edu/anschutz/studentresources/Registrar/StudentServices/Residency/Pages/Residency.aspx. We ask that you read this material before asking questions of our staff. In this way, we are able to process your paper work as quickly as possible. We are happy to answer any questions you may have after you have read these publications.

Since the Colorado tuition classification statute lists many factors that are relevant to determining in-state eligibility, the petition necessarily addresses all pertinent information. Many individuals will find that only some of the petition items are relevant in their circumstances. For assistance in completing the petition and for information about obtaining appropriate documentation consistent with the statutory requirements for in-state tuition, please contact the Tuition/Residency Classification Officer at CUAnschutzTCO.Registrar@ucdenver.edu.

The best way to insure that you receive a prompt response to your petition is to be sure that you provide all information specified by the petition. Read each item carefully. If you are not sure which documentation to provide or how to obtain documentation, please contact the Tuition/Residency Classification Officer at CUAnschutzTCO.Registrar@ucdenver.edu.

Please select one of the following methods to submit your petition: Either by regular mail or by email (address information will be on the first page of the petition form). Please ensure that you submit a complete, signed petition along with copies of supporting documentation. Submitting an incomplete petition will substantially delay a final decision.

Common concerns regarding completing the petition include:

1. Petition item 4 (proof of place of residence): Be sure to provide evidence of your place of residence in Colorado for 12 consecutive months prior to the start of the semester for which you are petitioning for in-state tuition.
2. Petition item 5 (income tax): Be sure to provide complete copies of all state returns filed for the past two years (if you lived in Colorado during any part of those years).
   a. Colorado returns: If you filed your Colorado return as a part-year resident or nonresident, be sure to include a copy of Form 104PN (the part-year/nonresident apportionment schedule). If you do not have personal copies of your returns, you may obtain copies of Colorado returns from the Colorado Department of Revenue, telephone 303-238-7378. Best method: Download request form from https://www.colorado.gov/pacific/tax/individual-income-tax-quick-answers and mail form to address on form.
   b. For copies of state income tax returns from other states, you should consult the appropriate agency in that state.
3. Petition item 7c (voter registration): You may obtain documentation from the Colorado Secretary of State at https://www.sos.state.co.us/voter-classic/pages/pub/home.xhtml or from your county clerk.
4. Ensure that you have read item 21 and signed and dated this section.
5. Petition item 22 (if applicable): Be sure that your parents provide accurate and complete information on this form and that their signatures are notarized. If the signature of one parent cannot be obtained, provide a signed statement from the other parent explaining the circumstances.
Your petition will be evaluated using the criteria established by law as described in the publication *How to Establish Colorado Residency for Tuition Purposes*. No quota exists for the number of petitions that can be approved, and therefore all applicants who meet the statutory conditions will be granted in-state tuition. Each petition is evaluated in a fair and impartial manner without consideration of any financial interest the State or University may have in out-of-state tuition dollars. Our goal is that all students have every opportunity, within published deadlines; to present all information relevant to their circumstances and that the appropriate decision is made in each case.

The burden of proof by law is on the petitioner to provide *clear and convincing* evidence of eligibility. The University is obligated by law to require evidence in addition to the items specified in the petition when appropriate.

If you have questions, you may contact the Tuition/Residency Classification officer at CUAnschutzTCO.Registrar@ucdenver.edu.
Petition for In-State Tuition/Residency Classification

Submit completed, signed petition with copies of supporting documentation via one of the following methods:

**Email:**
CUAnschutzTCO.Registrar@ucdenver.edu

**USPS Mail to:**
University of Colorado Anschutz Medical Campus
Office of the Registrar – TCO
13120 E. 19th Avenue, Mail Stop A054
Aurora, CO 80045

<table>
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<tr>
<th>Applicable Term</th>
<th>First Day to Submit a Petition</th>
<th>Priority Review Deadline Date</th>
<th>Final Petition Submission Deadline Date</th>
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<tbody>
<tr>
<td>Spring 2018</td>
<td>October 2, 2017</td>
<td>December 8, 2017</td>
<td>January 8, 2018</td>
</tr>
<tr>
<td>Summer 2018</td>
<td>March 5, 2018</td>
<td>April 27, 2018</td>
<td>May 29, 2018</td>
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<tr>
<td>Fall 2018</td>
<td>April 2, 2018</td>
<td>July 20, 2018</td>
<td>August 13, 2018</td>
</tr>
<tr>
<td>Spring 2019</td>
<td>October 1, 2018</td>
<td>December 7, 2018</td>
<td>January 14, 2019</td>
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**IMPORTANT NOTE:** Please allow sufficient delivery time for mailed petitions to arrive at the address provided, above. Petitions received after the deadline will be considered for the following semester.

**Purpose of Petition:** For current and University of Colorado Anschutz Medical Campus students to apply for a change from out-of-state residency to in-state residency for tuition purposes. Students new to the University of Colorado system should request in-state residency classification by completing the appropriate section of the application for admission and should complete this petition only if requested to do so.

Indicate the term for which you are petitioning: Term __________ Year __________ Program _______________________________

Student Name ___________________________________________ Student Number ____________________________

Address for Reply _______________________________________________________________________________________________

City______________________________________________________State________________________Zip code___________ _______

(Notify the tuition classification office of any changes to contact information made after submitting the petition.)

E-mail Address _______________________________________________________________________________________________ __

Telephone________________ Age _______ Birth date _______________ Marital Status __________ Date of Marriage _______________

Petitioner, if not the student (see below) _____________________________________________________________________________

Address ______________________________________________________________________________________________________

Email ________________________________________________________________________________________________________

Telephone ____________________________ Relationship to Student_____________________________________________________

**Information for Petitioners**

**Petitioner Determination:** If one year prior to the first day of class of the academic term for which you are petitioning you were 22 years old, or were married, or were emancipated from your parents, or you were matriculated into a post-baccalaureate degree-granting program, you must petition for yourself. Otherwise, a parent or court-appointed legal guardian must petition for you. This petition will then be based on the parent’s or guardian’s information and you will qualify for in-state residency only if your parent or guardian qualifies. This person must have been your parent or guardian for at least one year. If your parent or guardian moved to Colorado after your 21st birthday, and you were not 22 years old as of the beginning of the 12-month period, both you and your parent or guardian must submit petitions; you need not complete items 16 -19 and 22 in this situation.

**Legal Guardian:** If the petitioner is your court-appointed legal guardian, enclose: (1) a copy of the court decree or letters of guardianship, as appropriate; (2) a statement from the court affirming that your parents, if living, do not provide substantial support to you as a minor child; and (3) a statement from the court certifying that the primary purpose of such appointment is not to qualify you as a Colorado resident for tuition purposes.

**Tuition Classification Regulations:** In-state status requires domicile, or legal residence, in Colorado at least one year before the first day of class for the term for which you are petitioning. Depending on your age and marital status, this 12-month period may apply either to you or to your parents. For more information, please
refer to “How to Establish Colorado Residency for Tuition Purposes” at: http://www.ucdenver.edu/anschutz/studentresources/Registrar/StudentServices/Residency/Pages/Residency.aspx as well as the Colorado Revised Statutes 23-7-101 et seq. at: http://www.michie.com/colorado.

Attention M.D. and D.D.S. applicants: Your residency status and its effective date may affect your status as an “accountable” or “sponsored” student and the cost of your training. Please talk to your admissions director (School of Dental Medicine or School of Medicine) for current information about “accountability” and whether it applies to you. Accountable student may petition for Colorado residency status in order to qualify for other forms of financial assistance available to eligible students who are Colorado residents. Establishing residency status also will allow accountable students the benefit of in-state tuition rates in other degree programs should they choose to enroll in a second degree program (e.g., Master of Public Health, or Master of Business Administration).

PETITION FOR IN-STATE TUITION CLASSIFICATION

The questions in this petition cover each factor that may potentially influence your residency classification. Answer all questions (if your answer is "none" or "not applicable," so indicate), and provide all required documentation. Failure to do so may delay processing and may result in rejection of your petition. Please do not submit a petition with missing or incomplete information. Include additional pages if you need more space for your answers.

1. Are you a citizen of the United States? (If yes, go on to question 2.)
   - Yes _____ No _____
   a. If no, are you a Lawful Permanent Resident (Green Card holder)?
      - Yes _____ No _____
   b. Date approved as a Lawful Permanent Resident ____________________________
      or type of nonimmigrant visa (F1, L2, etc.) ________________________________
   c. Include a copy (both sides) of your Lawful Permanent Resident ("Green") Card or Form I-94.
   d. If your Lawful Permanent Resident Card was issued after the beginning of the 12-month domicile period, include evidence indicating any earlier date on which the USCIS may have certified your eligibility to reside permanently in the United States.

2. If you are a U.S. citizen or resident alien, have you resided in a foreign country (as other than a student or tourist) during the past two years? (If no, go on to question 3.)
   - Yes _____ No _____
   a. If yes, did this residence occur since you began living in Colorado? 
      - Yes _____ No _____
   b. List period of residence:
      From __________________ To __________________ Country ______________________
   c. Indicate your immigration or visa status in that country, and include copies of your visa or resident documents:
      ______________________________________________________________________
   d. Include copies of Form 2555 of your federal income tax returns for all years of your foreign residence. If not filed, include an explanation.

3. List all specific periods you have been physically present in the state of Colorado. Indicate all absences. If necessary, attach additional sheets.

<table>
<thead>
<tr>
<th>Periods of Residence (month, day, year)</th>
<th>Periods of Absence (month, day, year)</th>
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<tbody>
<tr>
<td>From ______________ To ______________</td>
<td>From ______________ To ______________</td>
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<td>From ______________ To ______________</td>
<td>From ______________ To ______________</td>
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</table>

4. Include evidence of your place of residence in Colorado during the 12-month domicile period as indicated below. Submit evidence documenting your place of residence beginning 12 months prior to the semester for which you are making petition and showing continuous residency to the present.

Renters should provide one of the following: copies of leases, rent receipts, or letters from landlords. Evidence submitted must include the address of the property and the landlord’s signature and address. If you resided with a friend or relative, that person is considered your landlord and should provide a statement certifying your period of residence in her or his home. Homeowners should submit a copy of the deed for their primary residence.
5. Income tax information:
   a. List all years for which you have filed Colorado state income tax returns:

   ____________________________________________________________

   b. List all years for which you filed state tax returns in a state other than Colorado:

   ____________________________________________________________

   c. If you did not file a Colorado state return in the past two years, please state the reason:

   ____________________________________________________________

   d. If state taxes are currently being withheld from wages or salary, indicate for which state:

   ____________________________________________________________

   e. Include copies of all state income tax returns, including returns for states other than Colorado, for the past two years, and including years during which you resided in Colorado for only part of the year. If you did not file tax returns, include copies of W-2 forms. YOU MAY OMIT THIS DOCUMENTATION FOR YEARS THAT YOU DID NOT RESIDE IN COLORADO, UNLESS YOU WERE A PERMANENT RESIDENT OF COLORADO WHO WAS TEMPORARILY ABSENT FOR THAT YEAR. Personal copies are acceptable. If you do not have personal copies, you must obtain copies from your tax preparer or from the appropriate state agency. See the letter "Dear Petitioner" provided with this petition for additional information.

6. List all employment for the past two (2) years, including both Colorado and non-Colorado positions. Be sure to list the month, day, and year of employment.

   Employer ______________________________________  From ___________________  To __________________
   Address______________________________________  City ______________________________ State ______

   Employer ______________________________________  From ___________________  To __________________
   Address______________________________________  City ______________________________ State ______

   Employer _______________________________________From ___________________  To __________________
   Address______________________________________  City ______________________________ State ______

   Employer ______________________________________  From ___________________  To __________________
   Address______________________________________  City ______________________________ State ______

   Employer ______________________________________  From ___________________  To __________________
   Address______________________________________  City ______________________________ State ______

   Include verification from each Colorado employer documenting your dates of employment. A letter from the employer or first and most recent payroll statements are acceptable documentation. You may omit this documentation for temporary and student work-study positions and graduate teaching and research positions.

7. Have you ever registered to vote in the United States? (If no, go on to question 8.) Yes _____ No _____
   a. State of current or (if not currently registered) most recent voter registration: ________________________________
   b. If registered in Colorado, date of most recent registration: _______/_____/____________ (month, day, year)
   c. If registered in Colorado, include documentation from your county clerk or the Colorado Secretary of State of the date of registration. This documentation is often available online at https://www.sos.state.co.us/voter-classic/pages/pub/home.xhtml.
   d. If you last registered in Colorado during the 12-month domicile period, include evidence of any previous Colorado registration.
   e. Date you last voted (in Colorado or elsewhere): _______/_____/___________ (month, day, year)

8. Have you operated a motor vehicle in Colorado since you began living in the state? If you have operated a motor vehicle on even one occasion, your answer to this question must be “yes.” Yes _____ No _____
9. Have you owned or been the primary user of a motor vehicle since you began living in Colorado? Yes _____ No _____
   (If no, go on to question 10.)
   a. Name of registered owner ___________________________________________
   b. Relationship to you______________________________________________
   c. List states and dates of vehicle registration during the past two (2) years:
      ______/_______/_______ and ________/________/__________
   d. If you recently purchased a vehicle (within last 12 months), please note date of purchase. ____/_____/______.
   e. Include a copy of your current vehicle registration (Colorado or otherwise). If your Colorado registration was renewed during the 12-month domicile period, include a copy of your previous Colorado registration, if any.

10. In any state, have you ever had a motor vehicle operator's license? Yes_____ No_____
    a. Current or (if expired or suspended) most recent state of issue: ______________________________
    b. Date of issue: ______/_______/______________ (month, day, year)
    c. If this license is expired or suspended, indicate date of expiration or suspension : _____/_____/_____ (mo, day, yr)
    d. Include a copy of your driver's license, Colorado or otherwise.
    e. If you have a Colorado license that was renewed or reissued during the 12-month domicile period, also include a Driver's History, available from any Colorado Driver's License Office, documenting the original date of issue.
    f. If you have a Colorado identification card rather than a driver's license, provide a copy of the identification card. If this card was renewed or reissued during the 12-month domicile period, also provide evidence of the date of issue of any previous Colorado identification. You must also include a copy of any driver's license you may have.

11. During the past year, have you had any significant life activities, other than employment or education, which have required your presence in Colorado or elsewhere? Such activities might include athletic competition, religious activities, or other personal matters. If yes, attach an explanation of these activities. Yes _____ No _____

12. Do you maintain a home in another state or country? (If no, go on to question 13.) Yes _____ No _____
    a. Location __________________________________________________________________________
    b. List periods of residence there: _________________________________________________________

13. Did you graduate from a Colorado high school? Yes _____ No _____
    If yes, list the high school name, location, and graduation date. ________________________________________________________________

14. List all colleges and universities you have attended, including the University of Colorado. If no such attendance, please indicate "none."

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<tr>
<th>Institution</th>
<th>Dates Attended (month, year)</th>
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<td>From <em><em><strong><strong>/</strong><em><strong><strong>/</strong></strong></em></strong></em>  To ________/</em>____<strong>/</strong>_____</td>
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<td>From <em><em><strong><strong>/</strong><em><strong><strong>/</strong></strong></em></strong></em>  To ________/</em>____<strong>/</strong>_____</td>
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    a. At which schools were you assessed nonresident tuition?
    b. For any school you attended outside Colorado since you began living in Colorado, include documentation verifying your nonresident classification.

15. Have you been an active-duty member of the armed forces of the United States during the past two years? (If no, go on to question 16.) Yes _____ No _____
    a. If yes, list period of service: From _____/_____/_______ To _____/_____/_______ (month, day, year)
b. What periods of this time were you stationed in Colorado?
   From __/___/_______ To __/___/_______ (month, day, year)

c. If discharged, include a copy of Form DD 214.
d. If you were on active duty during the 12-month domicile period, and were stationed in Colorado, include copies of your Leave and Earnings Statements indicating your state of legal residence for tax purposes during the entire 12-month period.
e. If you were on active duty during the 12-month domicile period, but were not stationed in Colorado, include copies of W-2 forms or December LES forms for each year since you were last stationed in Colorado.

Emancipation information: If you will not be at least 23 years old as of the first day of class of the term for which you are petitioning, complete questions 16 through 19 and 22. Otherwise, go on to question 20. EXCEPTIONS: If you were in a post-baccalaureate degree-granting program at the beginning of the 12-month domicile period you may omit these questions and go on to question 20. If you were married as of the beginning of the 12-month domicile period, you may include a copy of your marriage certificate instead of completing questions 16 -19 and 22. Go on to question 20.

16. Beginning with the month one year before the term for which you are petitioning (your 12-month domicile period), list all your expenses. Estimate expenses for months not yet completed. Students applying for the fall term will begin with the previous August; students applying for the spring term will begin with the previous January; and students applying for summer session will begin with the previous May, June or July, respectively. Indicate the month and year of your "Month 1":

<table>
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<tr>
<th>Month 1</th>
<th>Month 2</th>
<th>Month 3</th>
<th>Month 4</th>
<th>Month 5</th>
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<td>Month 6</td>
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<td>Total</td>
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Total expenses (all columns) for year: _______________

*Additional expenses* include utilities, telephone, transportation, medical, recreation, insurance, books and supplies and all other expenses.

17. In support of your claim of emancipation, you must make a complete financial disclosure.
   a. List all sources of financial support during your 12-month domicile period. Estimate funds for months not yet completed. This should include income from employment; commercial loans; college financial aid; personal savings; trust funds; gifts and loans from parents, other relatives, and friends; and all other sources. Use additional sheets if necessary. Provide evidence for each source listed that clearly documents the funds received and the date of receipt.

For employment income, list total take-home pay (as documented by W-2 forms, payroll statements, or letters from employers) during the 12-month period, not hourly or monthly wages. For any unreported income such as tip income, provide statements from employers verifying the amounts.
b. List all financial accounts you held during the 12-month domicile period. Include savings accounts, checking accounts, brokerage accounts, credit card accounts, and all other accounts of any kind. Provide copies of all monthly statements from these accounts during the 12-month domicile period. In addition, the original source of funds in these accounts as of the beginning of your one-year domicile period must be documented, with evidence detailing the source, amount, and date of receipt.

In part "a" above, list the net funds used from these accounts during the 12-month period (the difference between your balance at the beginning of the year and your current balance).

<table>
<thead>
<tr>
<th>Institution and Account Number</th>
<th>Dates Account Active</th>
<th>Type of Account</th>
<th>Original Source*</th>
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- Source of the funds in this account at the beginning of the 12-month period. A previous account is not an original source.

c. List any other assets held during the 12-month domicile period and during the preceding six months. Such assets include real estate, trust funds, or any other source of income. Provide documentation of your ownership of each asset and documentation of the amount of funds available to you from each asset during the 12-month domicile period. In addition, the original source of each asset must be documented. In part "a" above, list the net funds used from these assets during the 12-month period, not the value of the asset.

<table>
<thead>
<tr>
<th>Type of Asset</th>
<th>Date of Acquisition of Domicile Period</th>
<th>Value at Beginning of Domicile Period</th>
<th>Original Source</th>
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d. If you are the beneficiary of a trust fund, include a copy of the trust agreement and documentation stating the dates and amounts of all funds provided to the trust and the names of the persons providing such funds. Funds you have received from the trust during the 12-month domicile period must be documented by account statements or statements from the trustee.

e. If loans or gifts were provided by friends or relatives, documentation must include notarized statements from those individuals and from your parents indicating whether the grantor has been, or expects to be, compensated by your parents for such loans or gifts. Also provide copies of cancelled checks or other appropriate documentation from the donor's bank.

f. If you sold personal possessions for income to meet expenses, provide copies of sales receipts.
g. List all funds provided to you by your parents during the 12-month domicile period and during the six months proceeding this period by month, year, and amount. If none, so state.

<table>
<thead>
<tr>
<th>Month</th>
<th>Year</th>
<th>Amount</th>
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18. Include copies of the first page of your parents' federal income tax returns for the years you have been emancipated and have each parent complete question 22 (separate forms may be used).

19. If you will not be 22 years of age by the first day of class of the term for which you are petitioning, indicate your anticipated sources of financial support for your college education and all other expenses until your twenty-second birthday. List each income source and the amount expected from each source. Include any available documentation for each source, including records of savings, loan applications, financial aid award letters, letters from persons who will provide gifts or loans, or other relevant evidence.

_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________

20. Explain why you regard Colorado as your permanent home. If you are the student, indicate your plans for residence and employment after you leave the University. Supply any and all additional information you feel can help show your intent to make Colorado your permanent home. Include any relevant documentation. If you are the student's parent or guardian, please indicate the expected duration of your residency and employment (if employed) in Colorado.

_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________
_____________________________________________________________________________________

21. Any false information or falsified supporting document included in this petition may subject you to criminal charges and University disciplinary proceedings, and out-of-state tuition may be retroactively assessed.

I hereby swear or affirm that the answers given in this petition are accurate and complete, and that all documents included hereto are true and unaltered copies of the original documents. If my circumstances change, affecting the tuition status requested by this petition, I agree to notify the tuition classification officer in writing within 15 days after such change.

Printed Name

Signature of Petitioner   Date
University of Colorado Denver  
Parental Statement for Minor Claiming Emancipation

22. I (We), ______________________________________________________, the parent(s) of _______________________________________, have entirely surrendered the right to care, custody, and earnings of this minor as of _________________________ (month, day, year). As of and since that date, I (we) have made no provision for the financial support of this minor child. The last tax year for which he or she was claimed by me (us) as a state or federal income tax exemption was ____________, and he or she will not be so claimed in this or any subsequent years. All funds provided to this minor since emancipation include ________________________________________________________________ (list dates, amounts, and purposes; if none, so state). I (We) do not intend to resume financial support in any manner. I (We) have included copies of the first page of all federal income tax returns covering the year(s) of emancipation. The emancipation referred to herein is an absolute emancipation for all purposes whatsoever. I (We) agree that if periodic reexamination of the minor child's status as an emancipated minor reveals that he or she is no longer emancipated, he or she may be subject to retroactive reclassification as a nonresident for tuition purposes. I (We) understand that supporting the minor or claiming the minor as a tax exemption will provide evidence for reclassification.

___________________________________________________________ _______________________
Signature            Date
(Each parent must sign, even though only one may have legal custody. Separate forms may be used.)

Signature of Notary Public

County of ___________________ State of ___________________ My commission expires ________________

Sworn and subscribed to me this ________________ day of ________________________, 20 ______.

___________________________________________________________ _______________________
Signature            Date
(Each parent must sign, even though only one may have legal custody. Separate forms may be used.)

Signature of Notary Public

County of ___________________ State of ___________________ My commission expires ________________

Sworn and subscribed to me this ________________ day of ________________________, 20 ______.