



**Oklahoma State University  
Undergraduate Admissions  
Initial Residency Classification**

Undergraduate Admissions  
Oklahoma State University  
219 Student Union  
Stillwater, OK 74078  
Phone: 405-744-5358  
Fax: 405-744-7092

**Please follow these instructions if you believe you should be classified as an Oklahoma resident at Oklahoma State University:**

1. Answer all questions on page 1 of this form.
2. Attach all supporting documentation, as indicated on page 2 of this form (depending on your circumstances, different documentation may be required). All documentation is subject to verification.
3. Submit this form and all supporting documentation to the office of Undergraduate Admissions. Documentation must be received by the Friday before the first day of classes for your first semester at OSU.

**Definitions:**

- A dependent person is one who is under the care, custody, and support of a parent or legal guardian.
- An independent person is one who is at least 18 years of age (or is legally emancipated from the parental domicile) and who is responsible for his or her own care, custody, and support.
- A 'resident of Oklahoma' is one who has lived continuously in Oklahoma for at least 12 months (not merely as a student), and whose domicile is in Oklahoma.
- A person's domicile is his or her true, fixed, permanent home or habitation. It is the place where he or she intends to remain and to which he or she expects to return. A person can have more than one residence, but only one domicile. Domicile has two components – residence and the intention to remain. When these two occur, there is domicile.
- A nonresident student attending an Oklahoma college or university on more than a half-time basis is presumed to be in the state primarily for educational purposes.

For more details and a direct link to the State Regents policy on the residence status of enrolled students, please refer to our Oklahoma Residency website at <http://admissions.okstate.edu/Residency.html>.

Student Name \_\_\_\_\_ CWID \_\_\_\_\_

**Check the box below that best fits your circumstances:**

<input type="checkbox"/>	A. I have graduated from an Oklahoma high school and resided in Oklahoma with a parent or legal guardian for the two years prior to graduation from high school, and have not established domicile in another state.
<input type="checkbox"/>	B. I am a dependent person and my parent or legal guardian has lived continuously in Oklahoma for at least 12 months, and has established domicile in Oklahoma.
<input type="checkbox"/>	C. I am a dependent person and my parent(s)/legal guardian has come to Oklahoma to practice a profession on a full-time basis.
<input type="checkbox"/>	D. I am an independent person, have lived continuously in Oklahoma for at least 12 months (not merely as a student), and have established domicile in Oklahoma.
<input type="checkbox"/>	E. I am an independent person and have come to Oklahoma to practice a profession on a full-time basis.
<input type="checkbox"/>	F. I am married to an established Oklahoma resident.
<input type="checkbox"/>	G. I am (or am the dependent of an individual) on full-time, active duty military orders in the state of Oklahoma.
<input type="checkbox"/>	H. I am on full-time active duty military orders in another state, but pay income taxes in Oklahoma.
<input type="checkbox"/>	I. Other (please attach a separate document that explains your circumstances, and include supporting documentation).

I do hereby swear or affirm that I meet all requirements indicated in the checked category above for classification as an OK resident for tuition purposes, as evidenced by the attached documentation.

Signature of person claiming OK residency

Date

**Return Form and All Supporting Documentation to:  
Office of Undergraduate Admissions  
219 Student Union  
Stillwater, OK 74078  
Fax: 405-744-7092**

## Documentation Requirements for Initial Residency Classification

Your residence status is noted on your admissions acknowledgement letter. If your residency status shows ‘Non-Resident for Tuition purposes’ and you believe this classification to be in error, please read this document carefully, determine which category applies to you, and submit a completed and signed ‘Information for Residency Classification’ form (see other side) along with the appropriate supporting documentation indicated below. Additional documentation may be requested. Submission of this information does not guarantee Oklahoma resident reclassification.

<b>Category A</b>	<b>Category B</b>	<b>Category C</b>	<b>Category D</b>	<b>Category E</b>	<b>Category F</b>	<b>Category G or H</b>
<b><i>Graduated from an Oklahoma high school</i></b>	<b><i>Dependent of an Oklahoma resident</i></b>	<b><i>Dependent of a full-time worker in Oklahoma</i></b>	<b><i>Independent Oklahoma resident</i></b>	<b><i>Independent, full-time worker in Oklahoma</i></b>	<b><i>Married to an Oklahoma resident</i></b>	<b><i>Active-duty military (or dependent of active-duty military)</i></b>
<p>Initial Residency Classification Form <b>and</b> Copy of parent(s)/legal guardian’s Federal Income Tax Return (from HS graduation year, if possible) – first page only <b>and</b> Copy of parent(s)/legal guardian’s Oklahoma State Income Tax Return (from HS graduation year, if possible) – first page only <b>and</b> Official Oklahoma high school transcript <b>and</b> (If not a U.S. Citizen) legal documentation of parent/guardian’s visa status, OR completed and notarized Affidavit of Intent</p>	<p>Initial Residency Classification Form <b>and</b> Copy of parent(s)/legal guardian’s most recent Federal Income Tax Return – first page only <b>and</b> Copy of parent(s)/legal guardian’s 2 most recent Oklahoma State Income Tax Returns (sufficient to prove at least 12 months of OK domicile) – first page only <b>and</b> (If not claimed as a dependent on your Oklahoma resident parents’ most recent Federal Income Tax Return) Legal documentation of custody agreement or guardianship <b>and</b> (If not a U.S. Citizen) legal documentation of parent/guardian’s resident alien or visa status</p>	<p>Initial Residency Classification Form <b>and</b> Copy of parent(s)/legal guardian’s most recent Federal Income Tax Return – first page only <b>and</b> Copy of parent(s)/legal guardian’s most recent Oklahoma State Income Tax Return – first page only (if applicable) <b>or</b> Copy of your parent/legal guardian’s mortgage or lease agreement for permanent Oklahoma home or domicile. <b>and</b> Letter from parent or guardian’s employer on company letterhead that is signed, dated, indicates his/her date of hire, clarifies their full-time employment status, and indicates current employment (or date of termination) <b>and</b> (If not a U.S. Citizen) legal documentation of parent/guardian’s resident alien or visa status</p>	<p>Initial Residency Classification Form <b>and</b> Copy of your most recent Federal Income Tax Return – first page only <b>and</b> Copy of your 2 most recent Oklahoma State Income Tax Returns – first page only (sufficient to prove at least 12 months of OK domicile) <b>and</b> Copy of mortgage or lease agreement for permanent Oklahoma home or domicile. <b>and</b> (If not a U.S. Citizen) legal documentation of resident alien or visa status</p>	<p>Initial Residency Classification Form <b>and</b> Copy of your most recent Federal Income Tax Return – first page only <b>and</b> Copy of your most recent Oklahoma State Income Tax Return – first page only (if applicable) <b>or</b> Copy of your mortgage or lease agreement for permanent Oklahoma home or domicile <b>and</b> Letter from your employer on company letterhead that is signed, dated, indicates your date of hire, clarifies your full-time employment status, and indicates current employment (or date of termination) <b>and</b> (If not a U.S. Citizen) legal documentation of resident alien or visa status</p>	<p>Initial Residency Classification Form <b>and</b> Copy of your marriage license <b>and</b> Copy of your spouse’s 2 most recent Oklahoma State Income Tax Returns – first page only (sufficient to prove at least 12 months of OK domicile) <b>and</b> Copy of mortgage or lease agreement for permanent Oklahoma home or domicile. <b>and</b> (If not a U.S. Citizen) legal documentation of spouse’s resident alien or visa status</p>	<p>Initial Residency Classification Form <b>and</b> Copy of your military leave and earnings statement (or your parents’/spouse’s leave and earnings statement)</p>