



## Requirements for Reclassification as an Arkansas Resident for Tuition Purposes

For students *under the age of 21*:

- The parent or legal guardian is a bona fide domiciliary of Arkansas and has resided in this state in that status for at least six consecutive months prior to the beginning of the term or semester for which the fees are to be paid; **OR**
- The parent or legal guardian is a bona fide legal resident of a contiguous state to Arkansas (specifically, Louisiana, Mississippi, Missouri, Oklahoma, Tennessee, or Texas); **OR**
- The student is married to a legal resident of the state of Arkansas; **OR**
- The parent or guardian is a member of the US Military stationed in the state of Arkansas pursuant to military orders as stated on the Leave Earning Statement (LES).

For students *over the age of 21*:

- The student is a bona fide legal resident of a contiguous state to Arkansas (specifically, Louisiana, Mississippi, Missouri, Oklahoma, Tennessee, or Texas); **OR**
- The student is married to a legal resident of the state of Arkansas; **OR**
- The student or spouse is a member of the US Military stationed in the state of Arkansas or a contiguous state to Arkansas (specifically, Louisiana, Mississippi, Missouri, Oklahoma, Tennessee, or Texas) pursuant to military orders as stated in the Leave Earning Statement (LES); **OR**
- The student, by good faith acts, has lived in the state of Arkansas for at least six consecutive months immediately preceding the beginning of the term or semester in which fees are to be paid, and has demonstrated intent to make Arkansas their permanent home and can provide evidence of four good faith acts (see below). **Mere physical presence in Arkansas is not sufficient to establish residency or demonstrate intent.**

The following is a list of acceptable Arkansas state issued documents for use as good faith acts (Each must be valid *at least 6* months prior to the beginning of the term for which the student is seeking reclassification):

- Arkansas Driver's License or Arkansas State Issued ID Card (bearing the address where you reside, post office boxes are **not** acceptable)
- Arkansas Vehicle Registration
- Arkansas Voter's Registration
- Federal Tax Return with Arkansas listed as state of residence
- Assessment of real property from previous year (e.g. real estate)
- Assessment of personal property from previous year (e.g. vehicle, boat, etc)
- Statement from employer indicating date for which you began employment, length of service, and address where you reside
- Lease, which includes student's name, date span of six month minimum, and address where you reside
- Utility bills, dated to cover the six months immediately prior to the start of the semester, indicating the student's permanent address

Please keep these guidelines in mind when considering petitioning for reclassification as an Arkansas resident:

- The application and supporting documentation must be received by the Office of the Registrar no later than the 11<sup>th</sup> class day for the term in which you are requesting reclassification. For the summer terms, the deadline is the 5<sup>th</sup> class day. Applications submitted after the deadline will be considered for the following term.
- **Please allow a minimum of 2 weeks for your application to be evaluated.** The results (approval, denial, or request for additional documentation) will be sent to your OneTech email address. If you receive a request for additional documentation, it must be submitted within 10 business days of receipt of the notification email, or your application will be voided and you will need to reapply for a future term providing all supporting documentation.

For more information, please refer to the Out-Of-State Residence Status for Tuition and Fee Purposes section of the Academic Catalog. <http://www.atu.edu/academics/catalog/fees-expenses.html>