



Eastern Kentucky University
Application for Kentucky Residency
www.eku.edu

APPLICATIONS MUST BE FILED NO LATER THAN 30 DAYS AFTER THE FIRST DAY OF CLASS FOR THE FALL AND SPRING SEMESTER AND NO LATER THAN 10 DAYS AFTER THE FIRST DAY OF CLASS FOR SUMMER

- 1. Name: (Last, First, Middle) Birth Date:
3. Phone: (Home) (Cell)
4. ECU ID: 5. Email Address:
6. Current Non-Collegiate Mailing Address: (Please indicate year)

Street City State Zip County

- 7. Student Status: Undergraduate Graduate
8. Term Applying for Residency: Fall Spring Summer
9. Are you a U.S. citizen? Yes No If no, provide a copy of your visa and/or passport
10. What is the most recent year either parent claimed you as a dependent on their US Tax Return?
11. Do you or one of your parents own a home in Kentucky where they currently live? Yes No
12. Have you lived in Kentucky during the past 12 months? Yes No

If no, please explain:

Table with 5 columns: Date From-To, Address, City, State, Zip. Row 13: List your places of residence for the past five years (beginning with the most recent):

Table with 5 columns: Institution, Location, Dates Attended (From, To), Full or Part Time, In State or Out of State. Row 14: List all institutions you have attended after high school (beginning with the most recent first):



**Supporting Information**

15. Parents (Father, Mother, Legal Guardian) - Name(s): \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

16. Spouse - Name: \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

17. When did your present stay in Kentucky begin? \_\_\_\_\_  
Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_

18. Primary reason for coming to Kentucky? \_\_\_\_\_  
**(not for educational purposes)**

19. Have you, your spouse or a parent recently had a work transfer to Kentucky or accepted full time employment in Kentucky? Yes  No  If yes, which company? \_\_\_\_\_

20. Date of full time employment or transfer to Kentucky: \_\_\_\_\_

**All residency applications must be accompanied by supporting documentation.**

Please attach any explanation to this document that you feel will support your claim for classification as a Kentucky resident.

To the Student: **This statement must be notarized before submitting to the Office of the Dean of Students. Do not sign this statement until you are directed to do so by a Notary.**

State of \_\_\_\_\_

County of \_\_\_\_\_

The undersigned person, being first duty sworn, and states as follows:  
That the foregoing statements and all supporting documents are,  
and each of them are, true and correct.

\_\_\_\_\_  
Signature of Applicant

Subscribed and sworn to before this

\_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

County of \_\_\_\_\_

Eastern Kentucky University  
Office of the Dean of Students  
Whitlock Bldg. 335 CPO 53  
521 Lancaster Avenue  
Richmond, KY 40475-3154  
Phone: 859-622-3436  
Fax: 859-622-2402  
Email: jennifer.mcknight@eku.edu





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Section 3 of the “Classification of Residency for Admission and Tuition Assessment Purposes” requires that residency shall be based upon a preponderance of evidence; verifiable circumstances substantiated by submission of original or notarized copies of relevant evidence. **Following is a list of suggested documents that may be submitted for tuition assessment purposes, as determined by your circumstances.** Other documents may be requested by the institution or may be provided as the student desires.

**\*Examples of Documentation to Support a Request for Reclassification of Residency for Tuition Assessment Purposes**

**Dependency of a Parent/Legal Guardian Whose Primary Residency is Kentucky**

- Copy of birth certificate or court order awarding guardianship prior to admission. **Or**
- Copy of parental tax filing for the calendar year immediately preceding the date of application for reclassification of residency. **And**
- Copy of parental property deed to primary Kentucky residence or copy of lease agreement of non-collegiate housing. **And**
- Copy of most recent financial aid award notice and/or student aid report. **And**
- Verification of parent’s present, primary address (i.e. current utility bill, bank statement). **And**
- Copy of parent and student current Kentucky driver’s license.
- Other documentation relevant to your situation and which might be supportive of your request for determination of residency status.

**Domicile in Kentucky as a non-student or part-time student for 12 consecutive months preceding the first day of classes for the term you are applying:**

- Copy of property deed to primary Kentucky residence or copy of lease agreement of non-collegiate housing for the 12 months preceding the first day of classes of the term which you are applying. **And**
- Verification of present address (i.e. current utility bill, bank statement). Must be an item not already requested. **And**
- Copy of your current Kentucky driver’s license.
- Other documentation relevant to your situation and which might be supportive of your request for determination of residency status.
- Please note that staff will verify your non-student or part-time student status for the 12 consecutive months preceding the first day of classes for the term you are applying. Part time student status is defined as Undergraduate (6 or fewer hours per semester), Graduate (4.5 or fewer hours per semester)



**Marriage to Kentucky Resident:**

- Copy of marriage license.
- Copy of property deed to primary Kentucky residence or copy of lease agreement of non-collegiate housing.
- Verification of present address and that of spouses. (i.e. current utility bill, bank statement). Must be an item not already requested.
- Copy of your Kentucky state income tax forms (Form 740 and all schedules) for the calendar year immediately preceding the date of application for reclassification of residency status and for the previous year. (if applicable)
- Copy of spouse and your current Kentucky driver's license.
- Other documentation relevant to your situation and which might be supportive of your request for determination of residency status.

**Full time employment or job transfer in Kentucky:**

- Letter from employer on official company letterhead verifying job transfer or acceptance of full-time employment giving date of employment, average number of hours worked per week, and whether the job is permanent or temporary.
- Copy of current paystubs verifying current employment status, hours worked per week.
- Copy of statement from parent regarding financial support.
- Copy of property deed to primary Kentucky residence or copy of lease agreement of non-collegiate housing for the 12 months preceding the first day of classes of the term which you are applying. **And**
- Verification of present address (i.e. current utility bill, bank statement). Must be an item not already requested.
- Copy of your Kentucky state income tax forms (Form 740 and all schedules) for the calendar year immediately preceding the date of application for reclassification of residency status and for the previous year.
- Verification of payment of occupational taxes in Kentucky.
- Copy of your current Kentucky driver's license.
- Other documentation relevant to your situation and which might be supportive of your request for determination of residency status.

*\*This is an outline of examples of documentation that may be used to support your appeal for residency. This is not meant to be all inclusive. In addition, certain extenuating circumstances may be taken into consideration in making a determination of residency.*

