

# University of Nebraska at Omaha

## Application for Residence Classification for Tuition Purposes

### Who should apply for residence?

All applicants for admission to the University of Nebraska should be aware that recent arrivals to the state may be classified as residents for most intents and purposes and still be non-residents for tuition purposes under University of Nebraska Board of Regents residency policy (revised 1994). Therefore, when first applying for admission, all students who did not graduate from a Nebraska high school or who have not lived in Nebraska for a period of time long enough to determine resident status may be considered non-residents until evidence is shown of having completed all requirements for resident tuition.

A change in resident status for tuition purposes is not granted automatically. Students who have been classified as non-residents must submit Applications for Residence Classification and all applicable support documentation before resident status can be determined. A student applying for residence for any semester or term beginning with the Fall Semester 1995-1996 will be required to have established a home in Nebraska at least 12 months immediately preceding the term or semester for which residence status is sought. **Any individual who has moved to Nebraska primarily to enroll in a post-secondary institution in Nebraska will be considered a non-resident for tuition purposes for the duration of his/her attendance. Enrolling more than half-time (7 semester hours or more during one semester) for any term at a university, college or community college in Nebraska during the 12 months immediately preceding the term or semester for which residence status is sought, will be considered as strong evidence that an individual moved to Nebraska primarily to enroll in a post-secondary institution in Nebraska. The student would therefore be considered a non-resident for tuition purposes for the duration of his or her attendance at the University of Nebraska.**

A student applying for residency status **must be a U.S. citizen or have been granted permanent resident, asylee or refugee status by the Immigration and Naturalization Service, unless filing for residency based on spouse or dependent status. If the student is trying to qualify for residency by spouse or dependent status, the spouse or parent/guardian must be a U.S. citizen or have been granted permanent resident, asylee or refugee status by the Immigration and Naturalization Service.**

The University reserves the right to question and/or request a residency application and supporting documentation from any individual who wishes to be considered for resident tuition status.

### How and when do you apply for residence?

Students who have been classified as non-residents but believe they qualify for resident status should review the various categories outlined on the reverse side of this page. After determining the appropriate category, each applicant should: (1) complete and submit an Application for Residence Classification, (2) provide photocopies of appropriate support documentation, and (3) apply within the published time period. (Note: Merely changing residence information on any other University form will not change your resident status.)

**The last day to qualify for residency for a specific term is the last day of the registration "add period." The last day to apply for residency (including the submitting of all supporting documentation) is the end of the third week of classes of the semester for which the tuition was charged.** For summer sessions, the application deadline is the end of the first week of classes.

All students must register and enroll in classes for the term in which

residency is sought. Failure to register for the term for which residency is sought will result in the cancellation of the residency application

Applications determined to be incomplete after the last day to apply will be voided. To apply for a subsequent semester or term, one must submit a new application and provide appropriate updated support documentation.

### What regulations determine residence?

Students' rights to become residents for tuition purposes at the University of Nebraska are determined according to provisions of the Nebraska Revised Statutes (reissued 1987). In accordance with these statutes, the University has been authorized to develop regulations and to make decisions regarding Nebraska residence for tuition purposes. These regulations provide the basis upon which the Director of Admissions or the Director's designee determines whether students qualify as Nebraska residents for tuition purposes.

Individuals seeking to establish resident status for tuition purposes who are subject to the one (1) year minimum requirement, must be able to demonstrate that they have established homes in Nebraska at least one (1) year prior to the time they apply for resident status. Acceptable documentation for verifying the one (1) year residence period includes: (1) proof of home ownership, (2) apartment lease, and (3) canceled rent receipts/checks. Any other types of documentation must be approved by one of the University's residence officers. In addition to the one (1) year requirement, applicants will also be expected to obtain various other support documents (e.g.: a Nebraska driver's license, and checking or savings account with a Nebraska financial institution) and have held these documents for a reasonable period of time (usually at least one month). **All twelve months** of the residence period must be documented.

Individuals seeking residence for tuition purposes will be required to have their applications signed before a notary public attesting to the accuracy of their statements. If it is subsequently determined that information on an application has been falsified, the applicant may be subject to disciplinary action by the University before the individual will be permitted to continue to enroll at the University. Such disciplinary action will be determined on an individual basis, and may include measures such as disciplinary probation or suspension, expulsion from the University, or reimbursement to the University for the difference between the tuition paid and the non-resident tuition rate.

According to policy, once an individual has been enrolled at the University or one of Nebraska's state colleges as a resident student, he or she will be afforded that privilege during the balance of that enrollment, **provided the individual has a current domicile in Nebraska.** Any subsequent enrollment as a resident would have to take place within two years of the last date of enrollment (**provided the individual has a current domicile in Nebraska at time of application**).

### Is there an appeal process?

Individuals who believe they have incorrectly been denied residence for tuition purposes may appeal that decision through the Assistant Vice Chancellor of Student Enrollment Services.

### Definition of terms

For the purpose of these regulations, the following definitions shall apply:

**Resident Fees:** The resident tuition rate as set by the Board of Regents and applicable to the academic program in which an individual intends to enroll.

**Non-resident Fees:** The non-resident tuition rate as set by the Board of Regents and applicable to the academic program in which an individual intends to enroll.

**Legal Age:** The age of majority (19 and older) set by Nebraska statute

**Emancipated Minor:** An individual who by virtue of marriage or financial status has become independent of his or her parent(s) or guardian as defined by Nebraska statutes (for clarification contact the Office of Admission).

**Established Home:** The place of abode in Nebraska that an individual continuously maintains a primary place of residence and where he/she is habitually present.

**Legal Residence:** The place of domicile or permanent abode as distinguished from temporary residence.

**Dependent:** A person who is claimed as a dependent or an exemption for federal income tax purposes by a parent, guardian or spouse.

## Residence Categories

Check the category which is most appropriate for your situation and follow the instructions for that category. Be sure to provide all documentation requested in the instructions with your application. Documentation 1 and 2 are described on the following page.

**For further reference within this document, all residency categories require that the student, spouse and/or parent/guardian be either a U.S. citizen or a person who has been granted permanent resident, asylee or refugee status by the Immigration and Naturalization Service.**

**A. Legal Age or Emancipated Minor:** A person of legal age (19 or older) or an emancipated minor who for a period of 12 months has established a home in Nebraska where he or she is habitually present, and shall verify by documentary proof that he or she intends to make Nebraska his or her permanent residence. An emancipated minor is a person who by virtue of marriage, financial status or other reasons, has become independent of his or her parents or guardians. **Note:** An individual who moves to Nebraska primarily to enroll in a postsecondary institution in Nebraska will be considered a non-resident for tuition purposes for the duration of his or her attendance. Additionally, an individual claiming Nebraska resident status under this category will NOT be granted such a determination if he or she has claimed resident status in any other state within the past 12 months.

**Instructions:** Provide Documentation 1 and 2 and an Affidavit of Intent. An emancipated minor must also submit a signed copy of the parent's/guardian's most recent federal income tax return as proof that the applicant is not a dependent.

**B. Dependent Minor:** A minor (less than 19 years of age) whose parent/guardian has established a home in Nebraska where they are habitually present with the bona fide intention of making Nebraska their permanent place of residence. There is no minimum period of residence for the parent/guardian under this category.

**Instructions:** Provide Documentation 1 and 2 and an Affidavit of Intent.

**C. Legal Age Dependent:** A person of legal age (19 or older) who is a dependent for federal income tax purposes of a parent/legal guardian who has established a home in Nebraska. There is no minimum period of residence for the parent/guardian under this category.

**Instructions:** Provide Documentation 1 and 2 and an Affidavit of Intent, and a signed copy of the parent's/guardian's most recent federal income tax return as proof that the applicant is a dependent.

**D. Married to a Nebraska Resident:** A person shall be required to verify that he/she is married to an individual who, prior to the marriage, had already established a home in Nebraska. There is no minimum period of residence for the applicant under this category.

**Instructions:** Provide Documentation 1 (for spouse) and 2 (for both applicant and spouse) and an Affidavit of Intent; provide a copy of your valid marriage license.

**E. Asylee, Refugee or Permanent Resident Alien:** A person who has become a permanent resident alien of the United States of America or has been granted asylee or refugee status and has established a home in Nebraska for a period of at least 12 months.

**Instructions:** Provide Documentation 1 and 2 and an Affidavit of Intent. Asylees or refugees must provide a photocopy of Form I-94 which must verify that asylee or refugee status has been granted. Permanent Resident Aliens must provide a photocopy of Form I-551 (formerly known as a "green card").

**F. University or State College Staff Member or Dependent/Spouse:** A staff member or the dependent or spouse of a staff member of the University of Nebraska, one of the Nebraska state colleges, or one of the community colleges. The employee must be PERMANENT and have at least part-time (.5 FTE) employment status.

**Instructions:** Provide Affidavit of Intent, and submit verification from the personnel office or immediate supervisor indicating employment date and status. If qualifying by dependent or spouse status, proof of dependent/spouse status must be provided.

**G. Active Duty Military and Dependents:** A person on active duty with the armed services of the United States of America who has been assigned a permanent duty station in Nebraska, or the spouse or dependent of an individual who has been assigned permanent duty station in Nebraska.

**Instructions:** Provide an Affidavit of Intent, and official documentation from the military personnel office indicating active duty and permanent duty station in Nebraska.

A person who is a dependent of a Nebraska resident on active military duty will be granted resident tuition status if he/she verifies that he/she is a spouse or a dependent for federal income tax purposes of an individual meeting the qualifications.

**Instructions:** Provide an Affidavit of Intent, and official documentation from the military personnel office indicating active duty and verifying that Nebraska is Home of Record.

**H. Nebraska High School Graduate:** A person who has reestablished a home in Nebraska, is a graduate of an accredited Nebraska high school, and was a legal resident of Nebraska at the time of graduation. There is no minimum period of residence for the individual under this category.

**Instructions:** Provide Documentation 1 and 2 and an Affidavit of Intent, and furnish an official transcript from an accredited Nebraska high school indicating that the individual graduated from that school.

**I. Former University/State College Resident Student:** A person who has been enrolled at the University of Nebraska or one of the Nebraska state colleges as a resident for tuition purposes, and reenrolls within two (2) years of the last date of enrollment. There is no minimum period of residency for the individual under this category.

**Instructions:** Provide Documentation 1 and 2 and an Affidavit of Intent, and a statement from the University or the state college indicating resident classification.

**J. Native Americans:** A person not residing in Nebraska who is a member of a Native American tribe that is indigenous to or has historically migrated to or from the State of Nebraska. A list of these tribes is available from the Office of Admissions.

**Instructions:** Provide documentation attesting to the applicant's affiliation with one of the qualifying tribes.

**K. Recruited or Transferred Employees:** Individuals who, because of their special talents and skills, were recruited to Nebraska for full-time employment in the state, or were transferred to Nebraska by a business entity, and the spouses or dependents of such individuals are exempted from the 12 month domicile rule. There is no minimum period of residence for the individual under this category. This applies only to U.S. citizens or a person who has become a permanent resident alien, per requirements in category E.

**Instructions:** Provide Documentation 1 and 2 and an Affidavit of Intent, and furnish a letter from the employer indicating permanent full-time employment status and date of initial employment in Nebraska and proof of dependent/spouse status if applicable.

**L. Out-of-State Campus Program:** A student participating in an out-of-state campus program through the University of Nebraska.

**Instructions:** Provide Documentation 2 and an Affidavit of Intent.

Appropriate program and/or college(s):

- State supported tuition program in veterinary medicine at Kansas State University
- State-supported tuition program in optometry at:
  - Southern College of Optometry
  - University of Houston
  - University of Indiana
  - Pennsylvania College of Optometry
  - Ohio State University College of Optometry
- Nebraska-Missouri Reciprocal Agreement for the Exchange of Students

## Documentation

Refer to the instructions for each Residence Category and provide the requested Documentation as described here. Original documents will NOT be accepted; please furnish only legible photocopies. Submitting appropriate documents in an organized and chronological order will aid in the decision-making process.

**Documentation 1:** To be completed by applicants in category A, B, C, D, E, H, I, or K. Applicants in categories B, C, H, I, or K must provide one of the following as proof of an established home in Nebraska. Applicants in categories A, D, and E must provide proof of an established home in Nebraska for at least 12 months **IMMEDIATELY PRECEDING** the last day of the registration "Add Period" of the term or semester for which residence status is sought. Documentation must be provided for each of the 12 months and a combination of the following may be accepted.

- Current lease agreements
- Canceled checks for rent
- documentation showing residence in a home owned in Nebraska
- Other notarized documentation approved by UNO's residence officer

## Affidavit of Intent

This must be signed in the presence of a notary by ALL applicants.

**Documentation 2:** To be completed by applicants in category A, B, C, D, E, H, I, K, or L. Documentation for applicants in categories A, E, H, I, and L must be in the applicant's name; documents for applicants in B, C, D, and K must be in the name of the parent/spouse.

Documentation for all applicants in categories A, D, E, and L must have been in effect for at least one month. Three of the following support documents must be obtained and kept current:

- Nebraska driver's license
- Nebraska voter's registration (voter's registration card or certificate)

- Nebraska bank account (voided personal check or bank statement)
- Nebraska vehicle registration (pink slip, NOT title)
- employment showing Nebraska state income tax withheld (most recent pay stub showing name and Nebraska employer)
- Nebraska state income tax return for the most current year (or W-2 form with latest paycheck showing state income tax withheld.)

## Proof of Dependent and/or Spouse Status

If an individual is trying to qualify for residency status based upon dependent or spouse status (sections B, C, D, F, G, or K), documentation proving this status must be provided. Dependents of a parent/guardian must provide a signed copy of the parent's/guardian's most recent federal income tax return as proof that the applicant is a dependent. If applying based upon spouse's status, a copy of the marriage certificate must be provided. Dependents or spouses of active duty military should provide a copy of the military orders of the spouse, parent or guardian verifying dependent status.

## Questions

Please read all instructions and complete all information carefully. If you have questions about this application or for more information about the residence regulations, contact the appropriate office on your home campus. Your application for residence classification and all supporting documents should be sent to:

### UNK

Admissions Office  
Student Affairs Bldg.  
905 W. 25th Street  
Kearney, NE 68849  
(308) 865-8526 or  
(800) 445-3434

### UNL

Admissions Office  
1410 "Q" Street  
P.O. Box 880417  
Lincoln, NE 68588-0417  
(402) 472-2023 or  
(800) 742-8800

### UNMC

Registrar's Office  
Student Life Center  
984230 Nebraska Medical Center  
Omaha, NE 68198-4230  
(402) 559-6468 or  
(800) 626-8431

### UNO

**Undergraduate Students:**  
Admissions Office  
Eppley Bldg., Rm. 103  
6001 Dodge Street 6001  
Omaha, NE 68182-0286  
(402) 554-2393 or  
(800) 858-8648

**Graduate Students:**  
Graduate Studies Office  
Eppley Bldg., Rm. 202  
Dodge Street  
Omaha, NE 68182-0209  
(402) 554-2341 or  
(800) 858-8648

# UNO Application for Residence Classification for Tuition Purposes

## Read all directions carefully.

Answer all questions that apply to you. Incomplete forms or lack of acceptable supporting documentation will delay the processing of your application. This application and all necessary supporting documentation must be submitted to the Office of Admissions by the end of the third week of classes of the semester for which the tuition was charged. For summer sessions, the application deadline is the end of the first week of classes.

## Section I/Applicant

Full Legal Name: \_\_\_\_\_

Last				First				Middle				Other Last Names Used				Social Security Number															
Current Address:																Permanent Address (not intended for emergency contact):															
Street or RFD _____																Street or RFD _____															
City				State				County				Zip				City				State				County				Zip			
How long have you lived continuously in the state of Nebraska? _____																How long have you lived at your permanent address? _____															
Months/Years																															
Current Phone _____																Permanent Phone _____															
Area Code/Number																Area Code/Number															
Date of Birth _____																Place of Birth _____															
Month/Day/Year																State/County															
Citizenship: United States _____																Other _____															
																Name of Country _____															

High School Attended \_\_\_\_\_

Name				City				State/County				Year Graduated			
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Have you been enrolled at any post-secondary institution in the state of Nebraska within the last 12 months?  Yes  No

If yes, the dates of attendance: \_\_\_\_\_ How many semester credit hours were/are you enrolled in each term: \_\_\_\_\_

Are you a U.S. citizen?  Yes  No Have you been granted permanent resident or asylee refugee status by the Immigration and Naturalization Service?  Yes  No  
(If yes, please attach a photocopy of Form I-551, formerly know as "green card")

If you are not a U.S. citizen, what is your country of citizenship and Visa status? \_\_\_\_\_

Country of citizenship Visa status

Are you applying for residency based upon spouse or dependent status (section B, C, D, F, G, or K)?  Yes  No If yes, is your spouse or parent/guardian a U.S. citizen or a person who has become a permanent resident alien of the U.S. or has been granted asylee or refugee status?  Yes  No  
(If yes, please attach a photocopy of Form I511, formerly know as "green card")

<b>Enrollment status:</b>			<b>Term for which residency is sought:</b>			<b>UNK: Semester or Summer</b>			<b>UNL/UNMC: Semester or Summer</b>			<b>UNO: Semester or Summer</b>						
<input type="checkbox"/> Undergraduate	<input type="checkbox"/> Law College		<input type="checkbox"/> Fall, 20____	<input type="checkbox"/> Spring, 20____	<input type="checkbox"/> 1st Summer, 20____	<input type="checkbox"/> 2nd Summer, 20____	<input type="checkbox"/> Fall, 20____	<input type="checkbox"/> Spring, 20____	<input type="checkbox"/> Pre-session, 20____	<input type="checkbox"/> 8-wk Summer, 20____	<input type="checkbox"/> 1st 5-wk Summer, 20____	<input type="checkbox"/> 2nd 5-wk Summer, 20____	<input type="checkbox"/> Fall, 20____	<input type="checkbox"/> Spring, 20____	<input type="checkbox"/> Summer, 1st Eve., 20____	<input type="checkbox"/> Summer, 1st Day, 20____	<input type="checkbox"/> Summer, 2nd Eve., 20____	<input type="checkbox"/> Summer, 2nd Day, 20____
<input type="checkbox"/> Graduate	<input type="checkbox"/> Dental College																	
<input type="checkbox"/> Out-of-State Program																		
<input type="checkbox"/> Nebraska-Missouri Reciprocity Agreement																		

Have you previously applied for residence?  Yes  No

## Section II/Category

Residence can be established for a variety of reasons. Please check the category that is most appropriate for your situation, follow any instructions given for that category, and complete the appropriate parts of Section III/Documentation as indicated. **All applicants must complete Section IV/Affidavit of Intent.**

- A. Legal Age (age 19 or older) or emancipated minor • Filing Date: 60 days prior to the term •**  
Applicants must show evidence of a permanent home in Nebraska for the past 12 months and complete Section III, Documentation 1 and 2. Emancipated minors must also submit a copy of their parent's, or guardian's most recent federal income tax return.
- B. Not of legal age (less than 19 years) and dependent of parent/guardian who is living in Nebraska • Filing Date: Anytime prior to the term •**  
Parents or guardians must provide documentation of a permanent home in Nebraska, and complete Section III, Documentation 1 and 2.
- C. Legal age and dependent of parent/guardian who is living in Nebraska • Filing Date: Anytime prior to the term •**  
Parents or guardians must provide documentation of their permanent home in Nebraska and a copy of their most recent federal income tax forms, and complete Section III, Documentation 1 and 2.
- D. Married to a Resident • Filing Date: Anytime prior to the term •**  
Attach a copy of marriage certificate or license. Spouse must complete Section III, Documentation 1 and 2. Is spouse currently attending the University of Nebraska as a resident?  Yes  No  
Full name of spouse \_\_\_\_\_  
Current address \_\_\_\_\_  
Spouse's address before marriage \_\_\_\_\_
- E. Non-U. S. Citizen • Filing Date: 60 days prior to the term •**  
Check the immigration status that applies and furnish documentation of status with application, and complete Section III, Documentation 1 and 2.  
 I-94 (which must verify that asylee or refugee status has been granted)  I-551 (Permanent Resident Alien Card, formerly know as a "green card")
- F. Employee or spouse/dependent of employee of the University of Nebraska, a Nebraska State College, or a Nebraska Community College • Filing Date: 60 days prior to the term •**  
Employee must be permanent full-time or part-time (.5 FTE). Attach verification from Personnel Office or immediate supervisor indicating status of employee and complete Section IV/Affidavit of Intent.  
Name of employee \_\_\_\_\_  
Applicant is:  Spouse. (Attach copy of marriage certificate.)  Dependent. (If dependent is 19 years of age or older, attach copy of most recent federal tax form.)

**G. Active duty military • Filing Date: Anytime prior to the term •**

Name of military person \_\_\_\_\_

Relationship of applicant to military person:

- Self  Spouse (Attach copy of marriage certificate.)  Dependent. (If dependent is 19 years of age or older, attach copy of the most recent federal tax return).

Military status:

- Stationed in Nebraska. (Complete Section IV and attach a copy of orders.)  
 Claim Nebraska as home. (Complete Section IV and attach statement from military personnel office verifying that Nebraska is Home of Record.)

**H. Nebraska High School Graduate: • Filing Date: Anytime prior to the term •** A person who has reestablished a home in Nebraska, is a graduate of an accredited Nebraska high school, and was a legal resident of Nebraska at the time of graduation. Complete Section III, Documentation 1 and 2 and an Affidavit of Intent, and furnish an official transcript from an accredited Nebraska high school indicating that the individual graduated.

**I. Former University/State College Resident Student: • Filing Date: Anytime prior to the term •** A person who has been enrolled at the University of Nebraska or one of the Nebraska state colleges as a resident for tuition purposes, and has reestablished a home in Nebraska within a two year period. Complete Section III, Documentation 1 and 2 and an Affidavit of Intent, and a statement from the University or the state college indicating resident classification.

**J. Native Americans: • Filing Date: Anytime prior to the term •** A person not residing in Nebraska who is a member of a Native American tribe that is indigenous to or has historically migrated to or from the State of Nebraska. A list of these tribes is available from the Office of Admissions. Provide documentation attesting to the applicant's affiliation with one of the qualifying tribes.

**K. Recruited or Transferred Employees: • Filing Date: Anytime prior to the term •** Individuals who, because of their special talents and skills, were recruited to Nebraska for full-time employment in the state, or were transferred to Nebraska by a business entity, and the spouses or dependents of such individuals. Complete Section III, Documentation 1 and 2 and an Affidavit of Intent, and furnish a letter from the employer indicating permanent full-time employment status and date of initial employment in Nebraska and proof of dependent/spouse status if applicable.

**L. Out-of-State Campus Program: • Filing Date: Anytime prior to the term •** A student participating in an out-of-state campus program through the University of Nebraska. Complete section III, Documentation 2 and list the qualifying program: \_\_\_\_\_

Are you currently a University of Nebraska student?  Yes  No

**NOTE: If applying to Kansas State Veterinary Program or any Optometry Program you must apply through UNL.**

**Section III/Documentation** This section details the types of documentation required to determine residence. This section must be completed by the applicant if he/she is of legal age (19 or older) or is an emancipated minor, by the applicant's parents/guardian if applying as a dependent, or by the applicant's spouse if the applicant is married to a resident. The University residence officer reserves the right to request any additional documentation necessary in order for a residency decision to be made.

**1. To be completed by those checking category A, B, C, D, E, H, I, or K in Section II/Category.**

This portion of Section III is used to determine that a permanent home (domicile) has been established in Nebraska. The permanent home is where the applicant habitually resides. The applicant must prove that he/she has continuously maintained a permanent home in Nebraska for the past 12 months by the last day of the registration "add period" for the term for which residence is sought. Each month must be documented. Only current home must be proven for applicant's in category B, C, H, I, or K.

Acceptable documentation includes:

- current lease agreements
- canceled checks for rent
- documentation showing residence in a home owned in Nebraska
- other notarized documentation approved by UNO's residence officer

1. List chronologically the places where you resided during the 12 months immediately preceding the term for which residence is sought.

From _____ to present _____	_____	_____	_____	_____
Month/Day/Yr	Street	City	State	Zip
From _____ to present _____	_____	_____	_____	_____
Month/Day/Yr	Street	City	State	Zip
From _____ to present _____	_____	_____	_____	_____
Month/Day/Yr	Street	City	State	Zip

**2. To be completed by those checking category A, B, C, D, E, H, I, K or L in Section II/Category.**

This portion of Section III will be used to support a claim of intent to make Nebraska your permanent home. These items must be current and should be held for a reasonable period of time (usually at least one month). The items submitted must be:

- in the applicant's name if seeking residence as an emancipated minor, or when of legal age;
- in the name of the parent or guardian if the applicant is a dependent (provide a copy of the parent or guardian's most recent federal tax form 1040); or
- in the spouse's name if applicant's spouse is a resident of Nebraska.

Valid, legible copies of at least **THREE (3)** of the following items are required:

- \_\_\_ Current Nebraska driver's license
- \_\_\_ Current registration to vote in Nebraska. Attach a copy of current voter registration or a certified statement from the County Election Commissioner.
- \_\_\_ Current Nebraska vehicle registration in your name. Attach a copy of the vehicle registration or tax receipt.
- \_\_\_ Current checking or savings account maintained with a Nebraska financial institution. Attach a recent canceled check, bank statement, or voided personal check.
- \_\_\_ Current employment in Nebraska and state income tax withheld. Attach a copy of your most recent paycheck stub showing your name and the name of your employer in Nebraska.
- \_\_\_ Most recent Nebraska state income tax return that indicates a Nebraska taxpayer status. Attach a copy of your most current state tax form or W-2 form with a copy of your latest paycheck stub showing that state income tax is withheld, including the year-to-date amount, for the current year.

**Section IV/Affidavit of Intent** Must be signed in the presence of a notary by all applicants.

The undersigned person being first duly sworn, deposes and says that:

- the state of Nebraska is my permanent residence by virtue of compliance with provisions of the residence regulations of the Board of Regents of the University of Nebraska as outlined in the application.
- I hereby affirm that the answers given in this application are accurate and complete and that all documents attached hereto are true and unaltered copies of the original documents requested.

X \_\_\_\_\_  
Applicant's Signature

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Signature of Notary Public

Return this application and all necessary documents to:

**UNK**  
Admissions Office  
Student Affairs Bldg.  
905 W. 25th Street  
Kearney, NE 68849

**UNL**  
Admissions Office  
1410 "Q" Street  
P.O. Box 880417  
Lincoln, NE 68588-0417

**UNMC**  
Registrar's Office  
984230 Nebraska Medical Center  
600 So. 42nd Street  
Omaha, NE 68198-4230

**UNO**  
*Undergraduate Students:*  
Admissions Office  
Eppley Bldg., Rm. 103  
6001 Dodge Street  
Omaha, NE 68182-0005

**UNO**  
*Graduate Students:*  
Graduate Studies Office  
Eppley Bldg., Rm. 202  
6001 Dodge Street  
Omaha, NE 68182-0209

## Nebraska State Income Tax Credit

**Individuals who do NOT qualify for resident tuition status and/or reside outside of Nebraska but pay Nebraska income tax, and the spouses or dependents of such individuals, are entitled to tuition credit upon documented evidence of such payment to the State.** The tuition credit granted shall equal the amount of Nebraska income tax paid for the immediately preceding calendar year except that the remaining obligation cannot be less than the amount of the resident tuition.

Applications for the Nebraska State Income Tax Credit are available at each University campus Student Accounts Office. The form is also available on the Student Accounts website at [www.ses.unomaha.edu/cash](http://www.ses.unomaha.edu/cash). Specific qualifications and guidelines regarding the tax credit are provided on the applications.

Pursuant to Article VII, Section 10 of the Constitution of the State of Nebraska, and Neb. Rev. Stat., 85-501 and 85-502 (1980 Supp.), the University has been authorized to develop regulations and make determinations regarding Nebraska residency for tuition purposes. These regulations provide the bases upon which University staff shall determine, on a uniform intercampus basis, whether an individual qualifies for resident tuition purposes.

## Midwest Student Exchange Program

UNO is a participant in the Midwest Student Exchange Program (MSEP), an interstate educational opportunity for students in Nebraska, Kansas, Missouri, Michigan, Minnesota and North Dakota. This program enables residents from these six states to enroll in participating institutions at reduced tuition levels. Tuition for MSEP students, who attend participating public institutions, is equal to no more than 150 percent of the regular in-state tuition rate. In all cases, the cost to MSEP students is lower than regular non-resident tuition.

To be eligible for MSEP status at UNO, students must meet the following guidelines:

- the student must be admitted to UNO;
- the student's application must indicate that MSEP status is desired; and
- the student must meet all academic performance levels required for the NRTS (Non-Resident Tuition Scholarship) Program.

Students who meet these guidelines and have residency in one of the participating states will be eligible to receive the MSEP reduced tuition, unless they have been granted a NRTS scholarship. MSEP participants cannot establish residency for the purpose of paying instate tuition. A 3.0 minimum cumulative GPA must be maintained for the MSEP status to be continued.

For further information concerning all policy matters relating to the MSEP program, please contact the UNO Office of Undergraduate Admissions at (402) 554-2393. Graduate students should contact the Graduate Studies Office at (402) 554-2341.

## Native Americans

The following have been identified as Native American tribes that are indigenous to or have historically migrated to or from the State of Nebraska. Members of these tribes who live outside the State of Nebraska qualify for in-state tuition rates upon providing documentations of membership.

Arapaho	Kiowa	Lakota Sioux
Arikara	Mandan	Nakota Sioux
Northern Cheyenne	Missouria	Santee Sioux
Southern Cheyenne	Omaha	Winnebago
Comanche	Otoe	
Crow	Pawnee	
Hidatsa	Ponca	
Jicarilla Apache	Potawatomie	
Iowa	Sac and Fox	
Kickapoo	Dakota Sioux	



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