

Petition for Ohio Residency Categories and Guidelines

Name: _____

S-Number: _____

Select the category that best applies to you (*choose only one*). Indicate on the residency petition which provision you are applying under, and submit **all** required documentation for that category.

Documentation Notes: Applications with incomplete or missing documentation will not be considered. Only submit the requested documentation for the provision you are applying for. Any documentation submitted that is not required for this application will be destroyed. No retroactive residency petitions will be accepted.

For Dependents: Please submit a copy of your spouse or parent's previous year's state and federal tax returns (**only the first page, which shows you listed as a dependent**). Also, please submit a copy of your marriage certificate if you did not file taxes jointly.*

*Additional documentation may be required.

CATEGORIES AND EXCEPTIONS FOR RESIDENCY

Category C1: Dependent, 12 Months

I am a financial dependent of a legal resident of Ohio who has lived in the state for 12 consecutive months prior to the start of the semester I am applying for.

Required Documentation: If you are a **dependent**, only submit the tax forms of the individual claiming you.

- Parent, guardian or spouse Ohio-issued ID
- Most recent Ohio tax return
- Most recent federal tax return (showing you as a dependent or spouse)
- Current lease, mortgage statement or [notarized domicile form](#)

Category C2: Independent, 12 Months

I am a financially independent student who has lived in Ohio for 12 consecutive months prior to the start of the semester I am applying for.

Required Documentation:

- Student Ohio-issued ID
- Most recent Ohio tax return
- Most recent federal tax return
- Current lease, mortgage statement or [notarized domicile form](#)

Category C3*: Dependent, Relocation

I am a dependent student following a relocated parent, guardian or spouse who has lived in Ohio for less than 12 consecutive months. They obtained full-time employment in Ohio prior to the start of the semester I am applying for.

*This category must be renewed every semester.

Required Documentation: If you are a **dependent**, only submit the tax forms of the individual claiming you.

- Parent, guardian or spouse Ohio-issued ID
- Most recent federal tax return (showing you as a dependent or spouse)
- Current lease, mortgage statement or [notarized domicile form](#)

Proof of Employment: A letter from the employer on company letterhead stating:

- Name of the employed person
- Date the employment began
- Statement that the employee works full time
- Employee's annual salary

Category C4: U.S. Military Veteran

I am a U.S. military veteran, the spouse of a veteran, or the dependent of a veteran who has been honorably or medically discharged with at least one year of service. (This includes the spouse or dependent of service personnel categorized as KIA, MIA or POW.) I have lived in Ohio prior to the start of the semester I am applying for.

Required Documentation: *If you are a **dependent**, only submit the tax forms of the individual claiming you.*

- Student Ohio-issued ID
- Parent, guardian or spouse Ohio-issued ID
- DD-214 service form
- Most recent federal tax return
- Current lease, mortgage statement or [notarized domicile form](#)

Category C5: Forever Buckeye

I am currently living in Ohio and graduated from an Ohio high school as an Ohio resident.*

Required Documentation:

- Student Ohio-issued ID
- Official Ohio high school transcript with graduation date
- Current lease, mortgage statement or [notarized domicile form](#)

**Students who received a GED diploma will not qualify under this provision.*

Exception E1: Independent, Part-Time

I am an independent student and have resided in Ohio for less than 12 consecutive months. I am employed in Ohio and am attending as a part-time student.*

**This exception must be renewed every semester.*

Required Documentation:

- Student Ohio-issued ID
- Most recent federal tax return
- Current lease, mortgage statement or [notarized domicile form](#)
- Proof of Employment: A letter from the employer on company letterhead stating:
 - Name of the employed person
 - Date the employment began
 - Statement that the employee works full time
 - Employee's annual salary

Exception E2: U.S. Military

I am military personnel or the spouse or dependent of a person on active military duty who is stationed outside of Ohio and has maintained Ohio as their home of record.

Required Documentation: *If you are a **dependent**, only submit the tax forms of the individual claiming you.*

- Student Ohio-issued ID
- If a dependent, parent, guardian or spouse Ohio-issued ID
- Most recent Ohio tax return
- Most recent federal tax return
- Copy of military orders showing Ohio as their home state of record
- Current lease, mortgage statement or [notarized domicile form](#)

Exception E3: U.S. Military

I am military personnel or the spouse or dependent of a person on active military duty who is currently stationed in Ohio.

Required Documentation: *If you are a **dependent**, only submit the tax forms of the individual claiming you.*

- Student Ohio-issued ID
- Parent, guardian or spouse Ohio-issued ID
- Most recent federal tax return
- Copy of military orders showing stationing in Ohio
- Current lease, mortgage statement or [notarized domicile form](#)

Exception E4: Employer Transfer

An employer has transferred me, my parent or my legal guardian beyond the territorial limits of the United States while maintaining Ohio residency.

Required Documentation: *If you are a **dependent**, only submit the tax forms of the individual claiming you.*

- Student Ohio-issued ID
- Parent, guardian or spouse Ohio-issued ID
- Most recent Ohio tax return
- Most recent federal tax return
- Letter from the employer verifying the transfer
- Current lease, mortgage statement or [notarized domicile form](#)

Exception E5: Migrant Worker

My parent, legal guardian or I am employed as a migrant worker in Ohio and have worked in Ohio for at least four months for each of the past three years.

Required Documentation:

- Student Ohio-issued ID
- If a dependent, parent, guardian or spouse Ohio-issued ID
- Proof of Ohio work for at least four months each of the past three years*
 - Certificate from the Ohio Migrant Education Center
 - Letter from the employer
 - Letter from the Ohio Department of Job and Family Services

**All of these documents must certify the date of employment or dependency.*

Exception E6: Community Service

My parent, legal guardian, spouse or I were a resident of Ohio prior to a community service position, such as VISTA, AmeriCorps, Peace Corps or an elected or appointed public office for up to 24 consecutive months.

Required Documentation: *If you are a **dependent**, only submit the tax forms of the individual claiming you.*

- Student Ohio-issued ID
- If a dependent, parent, guardian or spouse Ohio-issued ID
- Most recent federal tax return
- Sworn statement from the community service group verifying Ohio as the home of record
- Current lease, mortgage statement or [notarized domicile form](#)

Exception E7: Marital Hardship

I returned to Cuyahoga County or another Ohio county due to marital hardship, which includes taking legal steps to end my marriage and re-establishing financial dependence upon a parent or legal guardian (receiving greater than 50% of their support). My dependents will be considered residents of Cuyahoga County or another Ohio county.

Required Documentation:

- Student Ohio-issued ID
- Document verifying impending marital status
- Notarized statement of financial dependency
- Current lease, mortgage statement or [notarized domicile form](#)

Exception E8: Ohio National Guard

I am a member of the Ohio National Guard who is domiciled in Cuyahoga County or another Ohio county. My spouse and dependents shall be considered residents of Cuyahoga County or another Ohio county while I serve in the Ohio National Guard.

Required Documentation:

- Student Ohio-issued ID
- Ohio National Guard ID
- Most recent federal tax return
- Current lease, mortgage statement or [notarized domicile form](#)

Exception E9: DACA

I am a student granted Deferred Action for Childhood Arrivals (DACA) under the U.S. Citizenship and Immigration Services.

Required Documentation:

- Student Ohio-issued ID
- Completed DACA form
- Employment authorization card with Category 33 listed
- Copy of an unexpired USCIS I-797 receipt showing approval has been granted and indicating Category 33

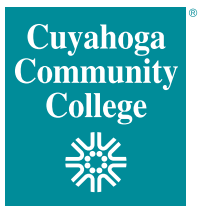
Exception E10: Relocation, Full-Time

I am a student, and my parents moved out of the state.

The state residency guidelines have “grandfather clauses” to address this. Tri-C will still classify you as an Ohio resident through the completion of one degree program if your parent(s) were Ohio residents and moved out of the state. However, you must maintain continuous full-time enrollment.

Required Documentation:

- Letter from the employer stating that the parent has moved to a new position
- Lease agreement or mortgage statement showing they lived in Ohio
- Previous year’s federal or state tax returns



Cuyahoga Community College
Admissions and Financial Services
216-987-6000, option 1

westregistration@tri-c.edu
metroregistration@tri-c.edu
eastregistration@tri-c.edu
wsregistration@tri-c.edu

Instructions: Please read and carefully consider all of the questions before answering. You must submit this application along with the supporting documents listed on the checklist.

Deadline: Petitions must be received by the last day to withdraw from classes for the semester you are petitioning for residency.

PLEASE PRINT CLEARLY:

**Denotes a required field*

Tri-C student ID number: S- _____

*Name: (legal name required):

Last	First	MI	Former name
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*Last four digits of Social Security number: _____ *Date of birth (mm/dd/yyyy): _____

*Marital Status: Single Married Month: _____ Year _____

*Current address: _____

*Date current address was established (mm/dd/yyyy): _____

*Date entered Ohio (mm/dd/yyyy): _____

*Cell number: _____ Home number: _____

*History of residency for 24 months preceding the above address:

Number and Street	City and State	From: Month/Year	To: Month/Year
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

*Please indicate the year of:

*First term in attendance at Tri-C: Fall _____ Spring _____ Summer _____

*Term residency is requested for: Fall _____ Spring _____ Summer _____

*Do you have an Ohio driver's license or state ID? Yes No

*Do you have a driver's license or state ID from any other state? Yes No

*If "Yes," from where? _____

*Do you own a car? Yes No

*Is it currently registered in Ohio? Yes No

*Are you a citizen of the United States? Yes No

*If "No," what type of status do you hold?
 Permanent Resident Student Other (please specify): _____

INTERNATIONAL STUDENTS: [Please visit Tri-C's International Student Eligibility page.](#)

Permanent Resident Alien Visa number: A- _____ Date issued: _____

*In what state are you registered to vote? _____

*Have you registered to vote outside Ohio within the past 12 months? Yes No

*If "Yes," which state? _____

PLEASE PRINT CLEARLY:

**Response required:*

List all sources of financial support received during the 12 months preceding the start of the semester you are applying for (e.g., employment, spouse's employment, parental contribution, loans, savings, financial aid, etc.). Please be prepared to substantiate with documents, including bank statements, pay stubs, letters from employers, financial aid award letters, etc.

*Are you personally responsible for all of your monthly expenses? Yes No

*Have you filed an Ohio personal income tax statement in the past 12 months? Yes No

*Who claimed you as an exemption on the past year's federal tax return? Self Other

*If "Other," please specify name: _____ Relationship: _____ Year: _____

Address: _____ City: _____ State: _____ ZIP: _____

*Will this person claim you on the next year's tax return? Yes No

*Substantiate by attaching a copy of the latest IRS tax return or tax return transcript.

[Get Transcript | Internal Revenue Service \(irs.gov\)](#)

*Please list your monthly expenses:

Rent and utilities: _____

Food and entertainment: _____

Auto payments and/or insurance: _____

Other/Miscellaneous: _____

Total monthly expenses: _____

Use this space to provide any comments that will help you validate your Ohio residency:

With the signing and submission of this document, I hereby verify my status as a bona fide resident of the state of Ohio as defined by the Ohio Department of Higher Education for the purpose of assessing tuition and fees.

*Student signature (required): _____ Date: _____

FOR OFFICE USE ONLY

Change of Residency approved for "Cuyahoga County" Approved Denied

Change of Residency approved "Out-of-County" Approved Denied

Authorized Signature

Date

Term of Approval

Comments/Category: