

This petition is used to request tuition re-classification from Out-of-State.

If changes to tuition classification are requested for the current semester, this petition must be completed, signed and returned to the campus [Tuition Classification Officer](#) within 10 business days of the start of the semester.

Colorado Mountain College follows the Tuition Classification requirements set by the Colorado Department of Higher Education. For additional information please visit their website at: <https://cdhe.colorado.gov/residency-requirements>.

Student Information

Student Name _____

CMC Student ID _____ Age _____ Birthdate _____

Physical address (not PO Box) _____

City _____ State _____ Zip _____

Mailing address if different from physical address _____

City _____ State _____ Zip _____

Phone _____ Email _____

Current Tuition Classification _____ Tuition Classification Requesting _____

Please select your situation from the options below:

Students over 23

Complete the petition and provide ALL documentation requested below.

Students under 23 whose parents or legal court appointed guardians are Colorado residents

The remaining petition should be completed with your parent(s) or legal court-appointed guardian(s) information and provide ALL documentation requested below. If you have a legal court-appointed guardian you must provide court documents.

Students under 23 who are financially independent

Complete the petition and provide ALL documentation and provide ALL documentation requested below. The Emancipation Form must also be completed and signed by your parent(s) or legal guardian(s).

Students under 23 who have been married for over one year

Complete the petition and provide ALL documentation ALL documentation requested below. A copy of your marriage certificate is required.

DACA Students

Complete the petition packet and provide a copy of your I-797 form.

This remaining information in this petition pertains to:

The student

Parent or Guardian name(s) _____

Evidence of Domicile

Domicile is defined as your true, fixed, and permanent home and place of habitation. Domicile is a legal characteristic that everyone has, and you can have only one domicile at any one time. Your domicile is your legal, primary residence. You must show that you have been domiciled in Colorado for at least 12 months.

Provide documentation for the past 12 months of living in Colorado: photocopy of lease, rent receipts, owners deed, mortgage payment receipt, letter from landlord or roommate.

List range of dates you were physically domiciled in the state of Colorado for the previous 12 months.

Dates From/To	Address	City	State/Zipcode	Rent/Own/Other
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Verification of intent to be a Colorado resident.

The following would be expected of any permanent resident of Colorado.

- Filing a Colorado tax return.
- Permanent employment.
- Obtaining Colorado driver's license.
- Colorado vehicle registration.
- Colorado Voter registration.

Tax Information

List state and year in which you most recently filed state income tax: _____

List the years you have filed Colorado returns as a Colorado resident: _____

Attach copies of copies of your most recent Federal and Colorado tax return. Attach copies of W-2 forms if Colorado returns were not filed. If you did not file, include an explanation of why.

Employment

List all periods of employment for the last 12 months. If you had earned income and did not file a Colorado Tax Return for last year documentation is required from each of your employers.

Dates From/To	Employer	City	State/Zipcode
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Have you accepted future employment in Colorado? Yes Start date of employment _____ No

Attach a copy of a contract or other proof on company letterhead and notarized statement.

Additional Documentation

In what state is your driver's license issued? _____

In what state is your motor vehicle registered? _____

In what state are you currently registered to vote? _____

Include copies of Colorado driver's license and Colorado motor vehicle registration

I do not have a driver's license

I have a Colorado state ID (provide copy)

I do not have a motor vehicle

I am not registered to vote in any state

Citizenship Status

Are you a citizen of the United States? Yes No Nation of Citizenship _____

Attach a copy of Visa or Permanent Registration card (front and back)

Check this box if the following statement is correct:

*I have no official classification with the Department of Immigration and Naturalizations Services (INS)***Additional Information**

Supply any additional information you believe may show your intent to make Colorado your permanent home.

I/we understand that the information provided on this form will be used in determining your eligibility for in-state or in-district tuition. I/we understand that providing false or misleading information to receive this tax supported subsidy of tuition may result in disciplinary action and /or criminal charges.

I hereby certify that the answers provided with this petition are accurate and complete, and all the documents attached are true and unaltered copies of the original documents. If my circumstances change which may affect the tuition status requested by this petition, I agree to immediately notify the Enrollment Services office at the campus I will be attending. If I am receiving financial aid, I understand that I must immediately notify the Financial Aid Office of any change in my tuition classification.

Student Signature _____ **Date** _____**Parent or Guardian Signature** _____ **Date** _____*Parent or court appointed guardian must sign this form if their information is included in the Petition.*

Denial of Tuition Re-classification

The following may be considered as **evidence indicating domicile outside Colorado** and may prevent a change in tuition classification.

- **Failure to pay Colorado state income tax.** Filing a nonresident Colorado tax return is persuasive evidence of domicile outside Colorado.
- **Failure to comply with any law imposing a mandatory duty on a permanent resident of Colorado.** Examples include failure to register a motor vehicle and failure to change your driver's license to Colorado within the statutory periods, as well as failure to file a Colorado state income tax return.
- **Return to your former state of residence** for a substantial period of time during the summer or during other periods when not enrolled as a student or between academic sessions.
- **Maintenance of a home in another state.**
- **Prolonged absence from Colorado,** except for military or government service or for temporary absences required by an employer.
- **Any other factors particular to your situation** that indicates non-Colorado domicile. Examples include applying for a loan or receiving college financial aid from another state where domicile in that state is a condition for receiving funds, and voting or registering to vote in another state.

Appeal Process for Denial of Tuition Classification

Colorado Mountain College has an appeal process that you can utilize if your petition for tuition reclassification is denied. Please follow these steps:

- Contact the site within two weeks of the tuition classification decision and ask to appeal the decision
- Your request will be forwarded to the college-wide tuition classification committee
- You may be asked to provide clarification or additional documentation to support your request to have your tuition classification changed
- You will have an opportunity to share with the committee your reasons that decision should be changed
- The decision of the appeal committee is final

OFFICE USE ONLY

Tuition Classification Officer _____ Campus _____

Date Approved _____ If applicable: Date Financial Aid Notified _____

Date Denied _____

Comments: _____

TCO Signature _____ Date _____

Colleague Etrieve