



Requirements for initial Florida Residency Classification for State Awarding Purposes

Dependent/Independent Status

A Florida resident for state Financial Aid purposes is an independent person, or a dependent person's parent, who has established and maintained legal residency in Florida for at least 12 consecutive months **before** the first day of the term. Listed below are the definitions of "independent" and "dependent" statuses, as applicable to Florida residency for tuition classification purposes. The same rules apply for proving residency for State Financial Aid purposes as per state requirements.

- **Dependent Status**

Students under the age of 24 are considered "dependent" automatically, unless proven otherwise. Dependent students must provide their **parent's or guardian's** documentation for residency. A "parent", as defined by s. 1009.21, Florida Statutes, means either or both parents of a student, any guardian of a student, or any person in a parental relationship to the student. Documentation in the form of IRS tax return transcripts showing that the student was claimed as a dependent in the previous income tax year may be required.

- **Independent Status**

Students age 24 and over are considered "independent" automatically, unless proven otherwise. Students who claim to be "**independent**" and are under the age of 24 must meet one of the following criteria and must provide the indicated documents:

- Prove 50% or more of their own support, as indicated by the previous year IRS tax return transcripts showing a minimum income of \$13,767. Independent students cannot be claimed as a dependent by another person on their taxes; or
- Proof of marriage, as indicated by a marriage license; or
- Be a veteran of the United States military service, as indicated on form DD214; or
- Be a ward of the court, as indicated on court documents.

All documents supporting the establishment of Florida Residency for State Awards

- Be original and unaltered, as well as dated, issued, or filed twelve (12) months before the first day of the term in which the Florida residency classification is requested.
- Be received no later than the 100% refund date for the term in which Florida residency is being requested;
- Show that all names listed on each of the documents match.

Unacceptable documents—the documents below cannot be used to support Florida residency classification

- Hunting/fishing licenses
- Library cards
- Birth Certificate

- Passport
- Social security card
- Shopping club/rental cards

NOTE THAT MORE THAN TWO DOCUMENTS MAY BE REQUESTED, NO SINGLE DOCUMENT SHALL BE CONCLUSIVE, AND ALL DOCUMENTATION IS SUBJECT TO VERIFICATION. EVIDENCE OF TIES TO ANOTHER STATE INVALIDATES THE ELIGIBILITY OF FLORIDA RESIDENCY CLASSIFICATION FOR STATE FINANCIAL AID PURPOSES.

Students who claim Florida Residency for state awarding purposes must provide the Financial Aid Office the following:

1. A minimum of two documents from the first group listed below, or
 2. A minimum of **one document from the first group and one document from the second group listed below.**
- **First group - at least one of the two documents submitted must be from the first group**
 - Florida driver's license (licenses from any other state must be relinquished)
 - Florida identification card (if no evidence of ties to another state exists)
 - Florida voter's registration card
 - Florida vehicle registration
 - Proof of a permanent home in Florida which is occupied as a primary residence by the individual or by the individual's parent if the individual is a dependent child. (e.g., warranty deed)
 - Transcripts from a Florida high school for multiple years [if Florida high school diploma or GED was earned within the last twelve (12) months]
 - Proof of permanent full-time employment in Florida for at least 30 hours per week for a twelve (12)-month period. This may include paycheck stubs from the previous twelve (12) consecutive months of work in Florida and/or a letter on official company letterhead from the employer verifying the previous twelve (12) consecutive months of employment in Florida
 - Proof of Homestead exemption in Florida
 - **Second group - if you provide a document from the second group, you must also provide a document from the first group (or you may provide two documents from the first group)**
 - Declaration of domicile in Florida [twelve (12) months from the date the document was sworn and subscribed as noted by the Clerk of Circuit Court]
 - A Florida professional or occupational license
 - Florida incorporation
 - Documents evidencing family ties in Florida
 - Proof of membership in Florida-based charitable or professional organizations
 - Utility bills and proof of twelve (12) consecutive months of payments
 - Lease agreement and proof of twelve (12) consecutive months of payments
 - Official Federal, State or court documents evidencing legal ties to Florida

Requirements for Reclassification of Florida Residency for state awards

Except as otherwise stated, a student who is classified as a nonresident for state awarding purposes may become eligible for reclassification as a Florida resident for state awarding purposes by presenting a

minimum of three (3) documents, one of which must be from the first group of documents, and the other two documents may be from either of the two groups identified earlier in this document that convincingly demonstrate the establishment of permanent legal residence in Florida other than for the sole purpose of pursuing a postsecondary education. In addition, documentation must demonstrate that students—or, for dependent students, their parent—maintained legal residence in Florida for at least twelve (12) consecutive months prior to their request for reclassification; examples of such documentation are **proof of full-time permanent employment for the prior twelve (12) consecutive months or proof of purchase of a home in Florida and proof of having lived there for the prior twelve (12) consecutive months while not enrolled in an institution of higher education**