

Residency Documentation

Students seeking Florida residency for tuition purposes are required to submit documentation which supports his or her claim of residency at the time of registration. If dependent, your parent or legal guardian (also referred to as the *claimant*) must provide the required documentation. **At least two of the following documents must be submitted, with dates that evidence the 12-month qualifying period. At least one of the documents must be from the First Tier.** As some evidence is more persuasive than others, additional documentation may be requested. No single piece of documentation will be considered conclusive. **Additionally, there must be an absence of information that contradicts the applicant's claim of residency.**

Primary Documents *(at least one of the two documents submitted must be from this list)*

- Florida Driver license (if known to be held in another state previously, must have relinquished)
- Florida identification card (if evidence of no ties to another state)
- Florida voter registration card
- Florida vehicle registration
- Proof of permanent full-time employment in Florida (at least 30 hours per week for a 12-month period)
- Proof of purchase of a permanent home in Florida that is occupied as a primary residence of the claimant
- Transcripts from a Florida high school for multiple years (if Florida high school diploma or GED was earned with last 12 months)
- Proof of homestead exemption in Florida

Other Documents *(may be used in conjunction with one Primary Document)*

- Declaration of domicile in Florida (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
- Any other documentation that supports the student's request for resident status, including: utility bills and proof of 12 consecutive months of payments, proof of bank account in Florida, lease agreement and proof of 12 consecutive months of payments OR letter from landlord, or state or court documents evidencing legal ties to Florida.

Unacceptable Documents *(may not be used)*

- Hunting/fishing/weapons licenses
- Library cards or gym memberships
- Shopping club/rental cards
- Birth certificate
- Passport