



Red Rocks Community College

Enrollment Services Operational Guidelines

Title: Residency

Effective: 7/1/13

Approved: 10/4/13

Revised: 9/20/13

Reference: <http://highered.colorado.gov/Finance/Residency/statutes.html>

<http://www.rrcc.edu/tuition/pdf/petition.pdf>

Purpose: To define guidelines for determining residency

Scope: Guidelines apply to all students

Attachment: Missing Information Letter, Petition for Tuition Classification, Emancipation Form

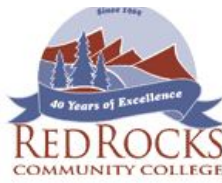
Residency Guidelines

In the event that the student is missing residency information on their application

- When the student is under 23 years old and single, the parent's information is required.
- When the student is married (regardless of age) or is at least 23 years old, the student's information is required.
- To change status from non-resident to resident (in State) the student must present the Parent's (if under 23 and single) and/or student's Colorado driver's license or Colorado ID, along with at least 2 of the following forms of residency documentation:
 - Lease or rental agreement OR proof of purchase of a home in Colorado for the immediate preceding year.
 - Colorado state income taxes filed for the past year.
 - Colorado motor vehicle registration.
 - Voter registration card.
- RRCC Admissions will not allow anyone to act on the behalf of the student unless they have Power of an Attorney.

Petitions for In-state Tuition Classification

- Students who have attended RRCC as a nonresident, and paid out of State tuition, are by Colorado State Law required to complete a Petition for In-state Tuition Classification in order for their status to be changed to resident.
- This form is due no later than the census date of the semester for which the student is petitioning.
- This document must be notarized, and be accompanied by **all** of the documents listed above.



Emancipation

- If a student is under 23 and single, the parents' residency information determines the student's status as a resident or non-resident.
- If the student is under 23, but is married or in a common-law relationship, the student can use his/her information for residency determination.
- If the student's parents do not live in Colorado, do not claim the student as a dependent on their Federal income taxes, and do not support the student financially – the student can be emancipated by the parents. This will allow the student to use his/her information to document that (s)he qualifies for in-state (resident) status.
- Both parents of the underage student will need to sign and have notarized page 4 of the Petition for In-state Tuition Classification (Emancipation Information). The first two pages of both parents' most recent Federal income taxes must accompany this form.
- The student is required to fill out page 3 of the Petition for In-state Tuition Classification (Emancipation Information) and submit it , along with the parents' completed documents, in order to become eligible to establish his/her own residency.
- Once the Emancipation documents have been received and approved, the student will be required to provide his/her Colorado driver's license or Colorado ID, along with at least 2 of the following forms of residency documentation:
 - Lease or rental agreement OR proof of purchase of a home in Colorado for the immediate preceding year.
 - Colorado state income taxes filed for the past year.
 - Colorado motor vehicle registration.
 - Voter registration card.