

Office of Enrollment Management

45 Courtenay Dr MSC 203 Charleston SC 29425-2030 oesadmis@musc.edu

Petition for Classification as a South Carolina Resident

This form is to be completed by persons seeking classification as a South Carolina resident for admission and/or tuition and fee purposes. Determination of residency depends, in part, upon two principal criteria:

- 1. continuous presence in the State for the past 12 months, except for temporary periods of absence during which time residency in the State is maintained.
- 2. a preponderance of evidence initiated at least 12 months before residency is sought that demonstrates that South Carolina is the petitioner's true, fixed, and permanent home and place of habitation; and is the place where the petitioner intends to remain and to which the petitioner expects to return after a temporary absence during which time there has been no intent to establish domicile in another state.

To guarantee timely processing, the residency form must be completed, signed, appended with supporting documents as needed, and returned (emailed, postmarked, or delivered) as follows.

FOR ADMISSION: Applicants wishing to be considered as a resident of the State of South Carolina FOR ADMISSION PURPOSES must be found to possess in-state residency prior to the time a final admission decision is made by the University. Therefore, applicants seeking to have their eligibility for admission determined according to the academic standards used for South Carolina residents should submit ALL documentation postmarked or delivered within 14 calendar days from the date a request for petition is made.

FOR TUITION PURPOSES: Students who are seeking re-classification as in-state residents must submit ALL documentation postmarked or delivered by:

July 1 for Fall Semester

November 1 for the Spring Semester

March 1 for the Summer Semester

Documents received after that date can be guaranteed review only for a later semester. **To expedite processing, we encourage you to scan and email your forms and required documentation to oesadmis@musc.edu.** Alternatively, documents can be mailed to:

University Residency Officer Office of Enrollment Management Medical University of South Carolina 45 Courtenay Drive, MSC 203 Charleston, SC 29425-2030

Failure to include all required documents will jeopardize opportunity for a timely review. Petitioners will be notified once by email when documents are found to be missing. Forms or materials submitted after deadlines will be processed as soon as possible but without guarantee for the day of registration for the next semester.

There is no provision for retroactive tuition adjustments except in instances of error by the University. Appeals to the decision of the University Residency Officer must be addressed to University Counsel, 274 Calhoun Street, MSC 204, Charleston, SC 29425-2040. Appeals should induce updated or corrected information as well as a copy of the Residency Officer's denial.

A complete copy of the South Carolina Code of Lawspertaining to the determination of residency status, including the regulatory guidelines promulgated by the State of South Carolina Commission on Higher Education, are available on the Web at http://academicdepartments.musc.edu/esl/em/records/forms/petition_sc_resident.html.

			First		M.
PVID, or CollegeNet ID:		Email:Date of Bir			
Permanent Phone: (one: ()				
Present Address:	treet / Box / Route	Ci	ty Sta	ate Zip	
Permanent Home Address			•	·	
	Street/Box/F	Route	City	State Zip	
mester and year you are	requesting in-state	status to begin:		<u> </u>	
Please indicate the col	lege to which you a	are applying or in which yo	u are currently enrolled and yo	our status:	
Dental Medicine	Medicine	Health Professions	Status: 🔘 Part-tii	me ONon-degree	
Graduate Studies	Nursing	Pharmacy	O Full-tin	me	
•	permanent resident	•	esident status granted		
If you are not a U.S	. citizen, attach pho	otocopy of official docume	ent verifying immigrant status.		
PART 1. Filing St	catus (check o	nly one)			
		status as a dependei	nt of		w
, -		•	name of parent(s)/guard	dian(s)/spouse	<u></u>
		s/her/their primary and p e term for which I am req	ermanent domicile in South (uesting resident status.	Carolina for at least 12	
is a permanent fo	ull-time employee	in South Carolina who ha	as been domiciled in the state	e for fewer than 12 mon	ths.
	uth Carolina recei	ving a pension or an annu	ity and has been domiciled in	n the state for fewer tha	n 12
has retired to Somonths.					
months. is a faculty or high			is excluded) with full-time en	mployment at a state-su	
months. is a faculty or hig college or univer ART 2 – Educatio	ther-level administ sity in South Carol nal Informatio	lina.	is excluded) with full-time er	mployment at a state-su	
months. is a faculty or hig college or univer	ther-level administ sity in South Carol nal Informatic attended:	lina.	is excluded) with full-time er	mployment at a state-su City/State	
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is a faculty or hig college or univer ART 2 – Educatio List high school(s) Dates List all colleges and	ther-level administ sity in South Carol nal Information attended:	on: Name of High School tended (include atten	is excluded) with full-time ended and the second se	City/State additional sheet if n	pport - - -
is a faculty or hig college or univer ART 2 – Educatio List high school(s) Dates List all colleges and	ther-level administ sity in South Carol nal Information attended:	on: Name of High School tended (include atten	dance at MUSC): (attach	City/State additional sheet if n	pport - - -

__Telephone Number ______

Name_____

Relationship	Email Address					
Is/Are your parent(s), spou	use or legal guardian(s) a U	nited St	tates citize	n(s)? □Yes [□No	
If no and applicable, pleas	e provide Alien Registratio	n/ VISA	numbers(s): Person 1	Issue Da	nte
			·		Issue Da	
Date your parent(s), spous	se or legal guardian(s) bega	n perm	anently an	d continuously	residing in South Caroli	na:
(MM/DD/YYYY)						
List the physical address(e	s) for your parent(s), spous	se or leg	gal guardia	n(s) for (at leas	et) the previous two (2)	years:
He/She/They resided at					from (MM/DD/YYYY)	to
	Street	City	State	Zip	(MM/DD/YYYY)	(MM/DD/YYYY)
He/She/They resided at	Street	City	State	Zip	from (MM/DD/YYYY)	to
Daga / Dagga and a same at / a \ a		·				
Does/Do your parent(s), s	oouse or legal guardian(s) r	rent or o	own nis/ne	er/their current	residence? u rent u o	wn
If own, when did you purc	hase the home?					
How many vehicles are ow	ned or leased (with or with	nout lie	n) by your	parent(s), spou	ıse or legal guardian(s)?	
Is the motor vehicle which	you use registered in your	name?	yes 🗆	no		
If not, in whose name is it	registered?			R	telationship	
In what state is this vehicle	e registered?			_ Date of curre	nt registration certificat	e:
Do you have a valid driver	's license? 🗖 yes 🗖 no If s	so, wha	t state issu	ed it?		
Date of issue:						
	ormation of parent, sp	oouse,	or legal	guardian up	on whom you are o	dependent:
Person who last claimed y	ou as a dependent (or exer	nption)	on a fede	ral income tax i	return: (Do not list yours	self)
Name			Re	elationship	·	·
	that person					
	laimed you as a dependent					
Will you be claimed as a d	ependent (or exemption) o	n some	one's inco	me tax return f	for the current year?	
If so, give the name of the	person who will claim you	:				
Name			Re	elationship		
	she/they file for the next ta					

ources and percentages of support for twelve months immediately preceding the term for which in-state status is equested: Parents	Employer	City	State	Duration (From N	IM/YY – To MM/YY)	Full-time or Part-time	Avg # hours per wk
equested: Parents%; Spouse%; Your Employment%; VA benefits; Social Security%; Student inancial Aid%; other sources (specify	Employer	City	State	Duration (From MM/YY – To MM/YY)		Full-time or Part-time	Avg # hours per wk
inancial Aid%; other sources (specify%;%) Total must equal 100%. f currently employed, does parent/spouse/legal guardian expect any change in your employment status within the next six nonths?	ources and percentag	ges of sup	port for tw	velve months immedi	ately preceding the	term for which in-state s	status is
Fourrently employed, does parent/spouse/legal guardian expect any change in your employment status within the next six nonths? on If so, explain: Part 6. Statement Provide in the space below a clear and complete statement covering the following items and any other facts and circumstances: 1. Purpose for coming/returning to South Carolina 2. When you decided to establish/re-establish permanent residence in South Carolina 3. Factors that influenced your decision to establish/re-establish permanent residence in South Carolina. 4. Immediate and long-range plans 5. Reasons why you expect to move out of state after completing your studies or to remain in South Carolina indefinitely.	equested: Parents	%; Spo	use%	; Your Employment _	%; VA benefits _	; Social Security	_%; Student
Part 6. Statement Provide in the space below a clear and complete statement covering the following items and any othe facts and circumstances: 1. Purpose for coming/returning to South Carolina 2. When you decided to establish/re-establish permanent residence in South Carolina 3. Factors that influenced your decision to establish/re-establish permanent residence in South Carolina. 4. Immediate and long-range plans 5. Reasons why you expect to move out of state after completing your studies or to remain in South Carolina indefinitely.	inancial Aid%; of	ther sour	ces (specify	y	_%;	%) Total must e	qual 100%.
 Provide in the space below a clear and complete statement covering the following items and any other facts and circumstances: Purpose for coming/returning to South Carolina When you decided to establish/re-establish permanent residence in South Carolina Factors that influenced your decision to establish/re-establish permanent residence in South Carolina. Immediate and long-range plans Reasons why you expect to move out of state after completing your studies or to remain in South Carolina indefinitely. 	months?	If so, exp	olain: 				
	Provide in the spa facts and circums 1. Purpose for co 2. When you dec 3. Factors that in Carolina. 4. Immediate an 5. Reasons why Carolina indef	ace belostances: coming/i cided to nfluence id long- you exp finitely.	returning o establis ed your o range pla oect to m	g to South Caroling the South Caroling the South Caroling the South Caroling to Establish the South So	a rmanent resider sh/re-establish	nce in South Carolin permanent residend	a ce in South
resident of South Carolina. I understand that if facts provided are false or concealed, I may be charged for past tuition at non-resident rates; I may be	subject to administrative,	, civil, and fi	nancial pena	•	· -	· · · · · · · · · · · · · · · · · · ·	•
subject to administrative, civil, and financial penalties; and I may be denied transcripts and graduation. Scanned or facsimile copies of signatures shabe considered valid and enforceable.	Signature					Date	

Interpretation of Residency Requirements

I. Definition of Terms

- A. STUDENT shall mean any person enrolled for studies in the Medical University of South Carolina.
- B. RESIDENCE or RESIDE shall mean continuous and permanent physical presence within South Carolina. (Temporary absences for short periods, e.g. vacations, shall not affect the establishment of residence.)
- C. DOMICILE shall mean a person's true, fixed, principal residence; it shall indicate the place where such person expects to remain and to which the person expects to return upon leaving without establishing a new domicile in another state. Housing provided by the university does not constitute a place of principal residence.
- D. IN-STATE RATES shall mean charges for tuition and fees established for persons who are domiciled in South Carolina according to the "STATEMENT governing South Carolina domicile." OUT-OF-STATE RATES shall mean charges for tuition and fees established for persons who are not domiciled in South Carolina according to the STATEMENT.
- E. INDEPENDENT PERSON shall mean a person in his/her majority (18 years or older) or an emancipated minor for whom 50% or more support is his/her own earnings or income from employment, investments, or payments from trusts, grants, scholarships, loans or payments of alimony or separate maintenance resulting from court order.
- F. DEPENDENT or DEPENDENT PERSON shall mean one for whom more than 50% financial support is from a parent, spouse, or guardian and who qualifies as a dependent on the federal tax return of the parent, spouse or guardian. DEPENDENT or DEPENDENT PERSON shall not mean a person who is the recipient of alimony or separate maintenance payments resulting from court order.
- G. MINOR shall mean a person who has not reached the age of eighteen years.
- H. EMANCIPATED MINOR shall mean a minor whose parents have entirely surrendered the right to care, custody and earnings of the minor and are no longer under any legal obligation to support or maintain the minor.
- I. PARENT shall mean a person's natural or adoptive mother or father; or if one parent has custody of the child, that parent having custody; or if there is a guardian or other legal custodian, that guardian or legal custodian. Guardianship or legal custodianship created primarily for the purpose of conferring South Carolina domicile for tuition and fee purposes on the dependent person shall not be given such effect.
- J. SPOUSE shall mean husband or wife of a married person.

II. Indicators of Legal Domicile

- A. Before applicants are eligible for in-state consideration they must reside in the state for at least twelve months after taking positive steps which reflect intent to establish a permanent home in South Carolina. Examples of evidence usually include the following:
 - 1. Financial independence from parents residing in another state or country during the 12 months immediately preceding the date of matriculation.
 - 2 Reliance on South Carolina resources for financial support.
 - 3. Designating South Carolina as the permanent address on all academic and employment records, including pertinent military records (if applicable).
 - 4. Possession of a South Carolina drivers license (in possession for at least one year).
 - 5. Possession of a vehicle registration certificate (in possession for at least one year).
 - 6 Verification that a South Carolina income tax return has been filed for the prior year.
 - 7. Evidence of housing occupancy in petitioner's name (for at least one year).
 - 8 South Carolina employment for at least 37.5 hours/week for at least one year or verification from employer that employment will continue for at least one year.
 - 9. Licensing for professional practice (if applicable) in South Carolina.
 - 10 The absence of these indicia in other states during the period for which domicile in South Carolina is asserted.
- B. The source of income and employment including those times when the student is not enrolled should be in South Carolina.
- C. Credentials for residency of independent persons should be those of the applicant and not credentials of the parents.
- D. Marriage to a South Carolina resident is only one indicator of in-state residency and does not automatically classify a person as possessing such.

III. Non-Indicators of Legal Domicile

- A. Residence status may not be acquired by an applicant or a student while residing in South Carolina for the primary purpose of enrollment in an institution or for access to state-supported programs designed to serve South Carolina residents.
- B. Persons classified as exemptions (or dependents) for federal income tax purposes of guardians or legal guardians who are domiciliaries of another state are ineligible to pay in-state tuition and fees.
- C. Merely residing in the State for twelve months is not sufficient to qualify a person for in-state tuition and fees.

D. Foreign students are presumed not to be domiciliaries. However, certain types of visas may qualify a person for in-state. Aliens should consult with the Office of Enrollment Management regarding their individual situation.

Note: When an applicant/student is granted residency, based on employment status, military status, or status as a full-time faculty member or dependent of a South Carolina university, he/she may be subject to an annual review of status.