

GENERAL INFORMATION ON NORTH CAROLINA RESIDENCE FOR TUITION PURPOSES AT NC STATE UNIVERSITY

MILITARY PERSONNEL AND THEIR MILITARY DEPENDENTS

Determinants in Residency Classification

Decisions on residency for tuition purposes are based on two North Carolina General Statutes (NC G.S. 116-143.1 and 116-143.3) and on A Manual to Assist the Public Higher Education Institutions of North Carolina in the Matter of Student Residence Classification for Tuition Purposes (Manual). Copies of the Manual, which was prepared by the General Administration of the University of North Carolina system, and the relevant statutes are available for inspection in the Office of Undergraduate Admissions and at the Reference Desk of D.H. Hill Library at NC State.

Purpose of this Document

This pamphlet provides general information concerning residence for tuition purposes and is intended to offer assistance with the completion of the “Application for the Benefit of In-State Tuition Rate as a Member of the Armed Services or Military Dependent Thereof.” It does not address every single, specific issue regarding residency classifications, and it is not a replacement for the General Statutes or the Manual. *Thus, it should not be assumed that this document covers every circumstance, detail, or guideline for determining residence for tuition purposes.*

Residency Classifications and the Family Educational Rights and Privacy Act

This information is provided to make you aware of students’ rights under the federal “Family Educational Rights and Privacy Act” (FERPA). If you are a student who is currently enrolled at NC State University, federal law protects your right to keep your educational records private. Under FERPA, specific facts related to a student’s residency application may not be discussed with anyone other than the student without that student’s written, signed, and dated consent. This includes parents, spouses, and attorneys. There is one exception to this law: if a student’s parents still claim the student as a dependent for federal tax purposes, then specific details can be discussed with the parents without the student’s written consent. Without written consent or proof that the parent is claiming the child as a federal tax dependent, only general residency information and requirements can be provided to third-parties.

FERPA does not apply to students who are applying for admission to NC State.

◆ **Some Important Definitions and Points**

1. There is a distinction between legal residence and residence for tuition purposes.
2. The term “armed services” shall mean the United States Air Force, Army, Coast Guard, Marine Corps, and Navy; the North Carolina National Guard (active duty); and any Reserve Component (called up for active duty) of the foregoing.
3. The phrase “stationed in North Carolina on active duty” refers to a permanent duty station in North Carolina for purposes of active service.
4. The term “abode” means the place where a person actually lives, whether temporarily or permanently.
5. The term “domicile” refers to one’s permanent dwelling place of indefinite duration, as opposed to a temporary place of abode.
6. Residency classifications at one North Carolina institution are not binding on another North Carolina institution. If you apply to multiple institutions, you will be required to provide documentation supporting your residency for each institution.

◆ **Criteria for Qualifying**

The domicile of a person serving in the armed forces is not necessarily affected by assignment in or reassignment out of North Carolina. Thus, there are two ways a student may qualify to receive the in-state tuition rate.

A. Military personnel who are North Carolina residents but whose duty station may or may not be in North Carolina.

All residency evidence is collected and assessed (including DD Form 2058, State of Legal Residence Certificate) in the “Residence and Tuition Status Application” to determine if a person is a resident of North Carolina. If a review of the “Application” determines that a student is a resident for tuition purposes, then that student is eligible to pay in-state tuition EVEN IF the military service member’s duty station is outside North Carolina.

- ⇒ *In order to qualify under this heading, you will be asked to submit a “Residence and Tuition Status Application.” You will be classified as a Non-Resident for Tuition Purposes until this form is completed and returned to the Admissions Office for evaluation.*
- ⇒ *If you qualify under this heading, then your classification will be ‘resident for tuition purposes’ after completion and evaluation of the “Residence and Tuition Status Application.”*
- ⇒ *If you do not qualify under this heading, you may still qualify under the second heading listed below.*

B. *Military personnel who are not North Carolina residents but whose duty station is in North Carolina.*

Active duty military personnel (and their military dependents) whose permanent duty station and location is in North Carolina are eligible to receive the benefit of in-state tuition even if they are not residents of North Carolina.

- a. Under this provision, military dependents are eligible to pay in-state tuition.
- b. Service members themselves who are seeking in-state tuition are eligible to receive the military tuition benefit which is determined by a statutory formula. The effect of this formula is to charge the service member no more than the in-state rate. If you are being sponsored by the military, however, your sponsor will be responsible for an amount ranging up to the out-of-state rate.

⇒ *If you are applying under these criteria, complete the “Application for the Benefit of In-State Tuition Rate as a Member of the Armed Services or Dependent Relative Thereof.”*

⇒ *If you qualify under this heading, your classification is “eligible to receive the benefit of in-state tuition.”*

◆ Requirements for Eligibility to Receive the Benefit of In-State Tuition

[For Students Qualifying under heading (B).]

As a Member of the Armed Services...

1. The beneficiary must be a member of the Armed Services.
2. The beneficiary must be abiding (living) in North Carolina incident to active military duty which is performed at or from a permanent duty station in North Carolina.
3. The beneficiary must qualify for admission to the University.

As a Military Dependent...

1. The beneficiary must be the military dependent of a service member who satisfies the conditions of (1) and (2) above.
2. The dependent relative must share the service member’s abode in North Carolina.
3. The dependent relative must have complied with the requirements of the Selective Service System, if applicable.
4. The dependent relative must qualify for admission to the University.

Special Note: Approval to receive the benefit of in-state tuition is granted for a period of one academic year, commencing with the fall term and ending with the second summer term. You must reapply for this benefit each year. Applications must be submitted (in their completed form) before the first day of classes of the term for which the benefit is sought.

◆ Procedures for Determining Eligibility to Receive In-State Tuition as a Military Personnel or Military Dependent

1. When applying for admission (Undergraduate, Lifelong Education, or Veterinary Medicine), indicate whether you are a resident and complete the one-page form included with the admission application.
2. Upon initial review of this one-page form, you will be classified as a non-resident for tuition purposes since additional information will be needed in order to make the proper residency determination. You will be sent the appropriate residency application. NOTE: If you are an undergraduate applicant, you will notified of this initial classification on your acceptance letter.
3. Complete and return the “Application for the Benefit of In-State Tuition as a Member of the Armed Services or Dependent Relative Thereof.” Note the following information regarding this form:
 - You must submit the “Application” along with an affidavit attesting to the duty status and location of the military personnel and (if applicable) to the military dependency status of the dependent relative. This affidavit must be submitted on military letterhead and must come from a commanding officer or personnel officer.
 - The permanent duty station must actually be in North Carolina. Orders for a future date are not acceptable evidence.
 - Do not leave any questions blank. Write N/A if a question is not applicable. Incomplete forms (including an inadequate affidavit) will be returned for completion.
 - Applications must be submitted in completed form before the first day of classes for which the benefit is sought.
 - Allow 2 weeks for a completed form to be processed. You will be notified of the decision by mail.
4. The review of this form is based strictly on the paper documentation provided. At this stage, there is not an opportunity for you to make your case in person or through other verbal testimony.
5. If you are not approved based on the review by the Office of Undergraduate Admissions, then you may appeal this decision to the NC State University Residency Appeals Committee. You will be given the opportunity for an in-person appeal.
6. Requests for appeal must be made in writing within 30 days of your notice of non-resident classification. The card you return to appeal the decision is enclosed with the letter stating the classification decision.
7. If you are not approved based on the review of the NC State University Residency Appeals Committee, you may appeal to the State Residence Committee.

◆ Residency Addresses

Undergraduate Admissions NC State University Campus Box 7103 Raleigh, NC 27695-7103 (919) 515-2434	Residency Appeals Committee NC State University 2120 Pullen Hall Box 7316 Raleigh, NC 27695-7103 (919) 515-3151	State Residence Committee UNC General Administration 910 Raleigh Road Chapel Hill, NC 27514 (919) 962-1000
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North Carolina State University
Undergraduate Admissions Office
Campus Box 7103
Raleigh, NC 27695-7103

FOR OFFICE USE ONLY

APPLICATION FOR THE BENEFIT OF THE IN-STATE TUITION RATE AS A MEMBER OF THE ARMED SERVICE OR DEPENDENT RELATIVE THEREOF

Under North Carolina General Statutes Section (6.S.) 116-143.3 certain members of the armed services and their dependent relatives may be charged the in-state tuition rate whether or not they qualify as residents for tuition purposes under 6.S. 116-143.1. The pertinent law and implementing regulations are available for inspection in the Office of Undergraduate Admissions, 112 Peele Hall, and may be examined upon request. Included among the requirements are that the member of the armed services and a relative claiming the benefit through a member be living together in North Carolina incident to the supporting member's active military duty and that the applicant for the benefit qualify for academic admission at the pertinent institution.

This application must be submitted prior to initial enrollment in each academic year for which the in-state benefit is claimed. If you are a resident of North Carolina, you should complete a Resident & Tuition Status Application to apply for the in-state rate on a permanent basis.

DIRECTIONS

1. Answer all questions in the General Information section. Respond to all questions within the part of the form that you are to complete. If any question is not applicable to your situation, write "Not Applicable" or "N/A".
2. **Print or type all responses.** If necessary, write "see attached" in the space, and use separate additional sheets, numbering your responses the same as the corresponding questions and stapling or taping these sheets to this application form.
3. Be completely accurate to the best of your knowledge and understanding. Knowing falsification of your responses may subject you to disciplinary action including dismissal from the institution. When "date" is requested, give day, month, and year.
4. **Sign and date** this application where indicated to make those acknowledgments and certifications necessary to render this a viable application.
5. **Attach the required affidavit on military letterhead.** (See Part I or Part II item 6.)

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GENERAL INFORMATION

1. Applicant's Full Name _____
2. Social Security Number _____
3. Current Street Address _____
4. City _____ State _____ Zip _____
5. Date of Birth _____
6. Are you currently enrolled at NCSU? _____ Yes _____ No Are you applying for admission? _____ Yes _____ No
7. Earliest term and year for which you want this decision to apply:
Fall, 20____ Spring, 20____ First Summer, 20____ Second Summer, 20____
8. Classification: _____ Undergraduate _____ Graduate _____ Special Student _____ Veterinary Medicine

PART I. FOR APPLICANTS WHO ARE THEMSELVES SERVICE MEMBERS

(If you are not a member of the Armed Services, go to Part II)

- 1. Rank _____ Serial Number _____
2. Check that one of the following armed services in which you are currently serving on active military duty:
_US Air Force _US Army _US Coast Guard _IJS Marine _NC National Guard _US Navy
Is this a Reserve Component of the indicated service? _Yes _No
3. What is your permanent duty station? _____
4. Do the orders by which you were assigned to active military duty in North Carolina establish a date on which that duty will cease? Yes _No If "Yes", what is that date? _____
5. Are you being sponsored by the military? _Yes _No If "Yes", name the sponsor
6. Attach an affidavit from the appropriate military authority (i.e. commanding officer or personnel officer) attesting to your duty status and location.

PART II. FOR APPLICANTS WHO CLAIM THE TUITION BENEFIT AS DEPENDENT RELATIVES OF SERVICE MEMBERS

- 1. For the service member through whom you claim the tuition benefit, provide the following:
a. Full Name _____ Rank _____ Serial Number _____
b. Date of Birth _____
c. Branch of armed service ___US Air Force ___US Navy ___US Coast Guard
___US Marine ___NC National Guard ___US Army
Is this a Reserve Component of the indicated service? ___Yes ___No
d. Permanent duty station _____
e. Street address or building location at which the service member is currently living _____
2. Do the orders by which the service member was assigned to active military duty in North Carolina establish a date on which that duty will cease? _Yes _No If "Yes", what is that date? _____
3. Is the service member through whom you claim the tuition benefit in receipt of orders for temporary assignment outside North Carolina? _Yes _No If "Yes", what are the beginning and ending dates of that assignment?
Beginning _____ Ending _____
4. What is your relationship to the service member through whom you claim the tuition benefit? _____
5. Are you currently registered with the Selective Service System? __Yes __No If "No", state why not so registered (NOTE: All male citizens born on or after January 1, 1972, who are 18 but not yet 26 years old must register with the Selective Service System.)
6. Attach an affidavit from the appropriate military authority (i.e., commanding officer or personnel officer) attesting to your military dependency status and the duty status and location of the service member whose dependent you are (your sponsor).

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_____I hereby acknowledge that completion of the Social Security number is voluntary, is requested by the institution solely for administrative convenience and record keeping accuracy, and is requested only to provide a personal identifier for the internal records of this institution.

_____I hereby certify that all information I have set forth herein is true to the best of my knowledge, pursuant to my reasonable inquiry where needed.

_____I hereby acknowledge that the institution may verify the information set forth herein from sources accessible under the law to the institution, but that the institution may divulge the contents of this application only as permitted under the Family Educational Rights and Privacy Act of 1974 if I am, or have been, in attendance at this institution.

Applicant's Signature

Date

Signature of parent or guardian

Date