



Savannah Technical College

Residency Petition

(TCSG policy V.B.3)

PLEASE READ THE FOLLOWING INFORMATION CAREFULLY BEFORE SUBMITTING THIS PETITION TO THE STUDENT AFFAIRS OFFICE. Return to STC Student Affairs upon completion.

PLEASE NOTE: Legal residence requires not only recent physical presence in Georgia, but also the element of intent to reside here indefinitely. Appropriate documentation must be submitted with this form and must reflect at least 12 consecutive months of Georgia residency immediately preceding the first day of classes of the term for which you are seeking the in-state rate. Please refer to the "Required Residency Documentation" information on the back of this form. **This form is NOT for Financial Aid purposes.**

If a change in residency is approved, the new classification shall become effective* the beginning of the following semester. Petitions will not be processed after the last day for drop and add period.

DIRECTIONS

STEP 1: Complete Section 1 neatly

STEP 2: Choose an option in Section 2

STEP 3: Attach required documents for your specific status, either **dependent** or **independent** from Section 3. You are considered a dependent if any parent or guardian claimed you on their most recent tax return. **If you are not a U.S. Citizen, you must provide proof of Permanent Resident Status or Asylum Status to be considered for in-state or out-of-state status.

STEP 4: Read reminders and sign petition.

STEP 5: Submit this form to STC Student Affairs as directed by the document deadline.

SECTION 1 (Please complete all of this section.)

Term Effective* _____ STC Student ID No. _____ (Include on ALL documents.)

Last Name _____ First Name _____ MI _____

Address _____ Apt. No. _____

City _____ State _____ ZIP _____ County _____

Phone (____) _____ - _____ E-mail Address _____

SECTION 2 (Please check one from list below.)

- Requesting change from out-of-state to in-state Georgia residency status. (Attach documents to support request as a dependent or independent student.)
- or**
- Requesting change from foreign to out-of-state residency status. (Provide documentation of permanent resident status. Attach documents to support request as a dependent or independent student.)
- or**
- Requesting change from foreign to in-state residency status (Provide documentation of permanent resident status and complete the Georgia residency status requirements listed in Section 3.)

Office Use Only

Review Date _____ Approved _____ Denied _____

Reason _____

Date decision e-mailed to student _____ Staff Signature _____

SECTION 3. Required Residency Documentation

Independent Student – Georgia Residency Requirement (primarily students over the age of 24)

Please attach to this form and include Student ID number on each document:

- A. At least one of the following items to prove Georgia residency for the past 12 consecutive months.
- Notarized letter on company letterhead indicating lease status/lease agreement
 - Proof of ownership of **primary residence** in Georgia
 - Utility history statement documenting 12 months at Georgia address (example: electricity, cable, water, telephone: not cellular phone)
- and**
- B. At least one of the following items to prove intent to remain permanently in Georgia.
- Georgia State Income Tax Form 500
 - Georgia Automobile Registration
 - Georgia Voter Registration
 - Georgia Driver's License
- or**
- C. Three or more Alternative Documents to demonstrate proof of domicile in Georgia and intent to remain permanently.
- Unemployment Benefit statements from Georgia Department of Labor
 - Statement from Georgia Division of Family and Children Services (DFCS) documenting receipt of benefits
 - A year end statement from Social Security Administration for two years with Georgia address
 - A notarized statement from individual providing shelter indicating dates of stay and address
 - Notarized letter on company letterhead indicating dates of employment
 - A statement on letterhead from a church /religious order verifying membership in congregation
 - A statement on agency letterhead verifying shelter assistance for homeless status
 - A copy of DD 214 indicating Georgia as home of record
 - Documentation of benefits administered by the Georgia Department of Vocational Rehabilitation Services

Dependent Student – Georgia Residency Requirements (primarily students under the age of 24)

Please attach to this form and include Student ID number on each document:

- A. A copy of your parent's/legal guardian's most recent Georgia tax records showing that he/she claimed you on their taxes. (All financial information can be blacked out.)
- and**
- B. At least two (2) of the following items to prove Georgia residency for the past 12 consecutive months and intent to remain permanently in Georgia:
- Georgia State Income Tax Form 500
 - Georgia Automobile Registration
 - Georgia Voter Registration
 - Georgia Driver's License
 - Notarized letter on company letterhead indicating lease status
 - Proof of ownership of primary residence in Georgia
 - Utility history statement in your name documenting 12 months at Georgia address (example: electricity, cable, water, telephone: but not cellular phone)
 - A copy of Unemployment benefits statement of benefits received in GA for past year
 - A statement from Georgia Automobile Registration

SECTION 4. Reminders

- Do not submit a document that is not listed as an acceptable document. It will delay your petition.
- Your petition will not be considered if you do not complete the entire form.
- Current students will receive notification of the outcome of this petition via their STC email address. New students will receive notification via the email address the college has on file.

I certify that the information presented here is true and correct. Pursuant to O.C.G.A. 16-10-20, it is a felony to make a false statement on any state document. In addition, making a false statement on this form may result in your dismissal from the college.

Signature: _____ Date: _____