Tuition classification is governed by C.R.S. 23-7-101, et. seq. (1973), as amended. Institutions of higher education are bound to the provisions of this statute and are not free to make exceptions to the rules set forth. The statute provides that an in-state student is one who has been a legal domiciliary of Colorado for one year or more immediately preceding the beginning of the term for which the in-state classification is sought.

Domicile is established immediately when one has a permanent place of habitation in Colorado and the intention of making Colorado one's true, fixed, and permanent home and place of habitation. In order to qualify for in-state tuition for a given term, the 12 month waiting period (a full 365 days which does not begin until the legal domicile is established) must have expired by the first day of classes. If one's 12-month waiting period expires at any time after the first day of classes, in-state tuition cannot be granted for that term. It is possible for an individual to be considered a resident of Colorado and yet not qualify for in-state tuition purposes.

The tuition statute places the burden of establishing legal domicile on the person seeking in-state tuition. The question of intent is one of documentable fact and must be manifest by substantive ties with the state sufficient to evidence such intent. Legal domicile in Colorado begins the day that BOTH a permanent place of habitation AND one's intent to make Colorado your permanent, legal home can be proven to the registering authority.

Once classified as non-resident for tuition purposes, you must petition the Office of Admissions & Records, in writing, for a change of classification at such time as you wish the classification to be reconsidered.

Petition Submission Deadlines
The notarized petition and complete documentation MUST be submitted by the first day of classes in order to be considered for that term. Petitions submitted after this deadline CANNOT be considered until the next, subsequent term. If you have any questions, please contact the Tuition Classification Evaluator 719-255-3381. A copy of the Colorado Revised Statutes, as amended, is available in the Kraemer Family Library at the University of Colorado Colorado Springs. Information regarding tuition classification is available online at: http://highered.Colorado.gov/Finance/Residency.

Persons over 22 years of age or who are emancipated at the beginning of the 12 month waiting period establish their own domicile. **Domicile must be in place for at least one full calendar year and ties to Colorado in place a year.**

The most common ties with the state that serve to evidence the required intent are:

- change of driver's license to Colorado;
- change of auto registration to Colorado;
- Colorado voter registration;
- permanent employment in Colorado; and, *most important,*
- payment of Colorado State Income Tax, as a resident, by one whose income is sufficient to be taxed.
  - Note: Payment or filing of back taxes in NO WAY serves to establish a legal domicile at a time earlier than the date on which filing takes place.

Those who are under 22 and not emancipated assume the domicile of their parent or court appointed legal guardian. **An un-emancipated minor's parent, therefore, must have a legal domicile in Colorado for at least one (1) full year before the minor may be classified in-state for tuition purposes.**

Submitting a Petition for In-State Tuition
All students at public institutions in Colorado are initially classified as residents or non-residents at the time the application and all supporting credentials have been received by Admissions & Records. Students who feel they have become eligible for in-state tuition MUST submit a petition and all required documentation to: Tuition Classification Officer, Admissions & Records, University of Colorado Colorado Springs, 1420 Austin Bluffs Parkway, Colorado Springs, CO 80918-3733.

Submission Deadlines
Petitions for In-State Tuition MUST be submitted with all supporting documentation on or before the first day of the term in which they are petitioning for in-state tuition.

| Spring 2016 | Jan 19 |
| Summer 2016 | June 13 |
| Fall 2016 | Aug 22 |

- **Submit photocopies, not originals.** All documents submitted in support of your petition become the property of the University and cannot be returned. The Office of the Registrar/Admissions Services cannot
Office of the Registrar
Tuition Classification

make photocopies for students. The UCCS Copy Center is located in the University Center, Room 108.

- **Include all requested documents.** Failure to include required documents may substantially delay a decision and could render the petition invalid. Note: the Petition must be notarized by the person whose is completing the Petition with their information.

Residency Exceptions for Special Populations

Active Duty U.S./Canadian Armed Forces and their Dependents. Military Certification waivers can be used by U.S. and Canadian military to qualify for in-state tuition rates. The Certification Forms are available at the Base/Post Education Offices. Students who receive in-state rates under this residency exception must demonstrate their entitlement by the first day of the semester (see Deadlines). If the active duty military member’s status changes, the student must notify the Tuition Classification Officer immediately. Failure to notify the University of a change in status may result in retroactive tuition charges and/or disciplinary action, including suspension or expulsion from the University.

*Note for Military Personnel/Dependents Planning to Become a Colorado Resident*

1. Pay the ownership tax on your Colorado license plates. DO NOT take the military waiver on the ownership tax. This waiver requires an affidavit of NON-residence in Colorado.
2. Change your state of legal residence for income tax purposes to Colorado IMMEDIATELY upon forming your intent to make Colorado your legal domicile.

Honorably Discharged Military are waived from the one-year Colorado residence requirement. Colorado ties must have been established and a DD-214 Form, Member 4, with Character of Service “Honorable” is also required. Dependents of honorably discharged veterans may qualify for in-state tuition rates; but, special qualifications apply, one of which is having attended a Colorado high school for two years.

Colorado National Guard Members can utilize a waiver to apply for in-state tuition rates. Colorado National Guard Waivers are available in the Admissions and Records Office, Main Hall, Room 108. Completed waivers must be submitted to The Office of the Registrar prior to Census Date each term.

Olympic Athletes Living and Training in Colorado Springs or Pueblo can utilize a waiver to apply for in-state tuition rates. Olympic Athletes need to contact the Resident Life Coordinator at the Olympic Training Center to begin the waiver process. Completed Olympic Waivers must be submitted to The Office of the Registrar prior to Census Date each semester term.

Western Undergraduate Exchange (WUE) students are not eligible for Colorado Residency. Through acceptance of the special WUE tuition classification, students acknowledge their intent to maintain their legal domicile in their home state of residence at the time of application. If students desire to change their legal domicile to any other state, including Colorado, they must notify the Tuition Classification Officer in writing and surrender their WUE eligibility for one year prior to petitioning for in-state tuition, and pay the difference in tuition/fees.

Western Regional Grad (WRG)
Through acceptance of the special WRG tuition classification, students acknowledge their intent to maintain their legal domicile in their home state of residence at the time of application. If students desire to change their legal domicile to any other state, including Colorado, they must notify the Tuition Classification Officer in writing and surrender their WRG eligibility for one year prior to petitioning for in-state tuition, and pay the difference in tuition/fees.