

CHANGE OF RESIDENCY STATUS APPLICATION

Name: _____ Student ID: _____
Last First MI

Residential Address: _____
Address City State Zip Code

Phone: _____ Date of Birth**: _____ Email: _____

****Students under the age of 21 must submit their parents' tax documents from the previous tax year to verify that they were not claimed as a dependent and are therefore considered emancipated. Redact social security numbers and income amounts.**

All classifications of residency are determined at the time of application. Requests for change of residency must be completed before the end of the 100% refund period for the semester. Any requests received after the 100% refund period will not be in effect until the following semester. See all Residency Guidelines in Policy Handbook section G.270.

Requesting Change for **Semester**: _____ **Year**: _____

Please check your **current** residency category and the category you are **requesting**:

Current Requesting

- ☐ ☐ **In District** must have lived within Moberly, MO city limits as a resident for a minimum of the immediate past 12 months
- ☐ ☐ **Out of District** (Other Missouri) must have lived within the state of Missouri as a resident for a minimum of the immediate past 12 months
- ☐ ☐ **Out of State** (Other U.S.) must have lived within the United States of America as a resident for a minimum of the immediate past 12 months
- ☐ ☐ **International**

If a student believes their current resident status is different based on the guidelines stated in the Policy Handbook section G.270, or our [website](#), it will be the responsibility of the student to complete this form and provide legal documentation verifying their change of residency. MACC will not make the change automatically. Any proof a student provides will be evaluated on an individual basis.

Criteria used in determining proof of intent to make Missouri a permanent residence for an indefinite period included in Sections 1 & 2 below:

Section 1	Please provide 1 document	A. Continuous presence (immediate past 12 months) in Missouri during those periods not enrolled as a student; 1. Full-time employment in Missouri (provide copies of 12 months of pay stubs showing pay deposits); or 2. Bank statements (copies of 12 months; redact amounts & account numbers showing name, address, and date); or 3. Utility Bills (copies of 12 months; redact amounts & account numbers showing name, address, and date) OR B. Ownership of a home in Missouri (provide copies of Property Deed or Property Title); or C. Marriage to a Missouri resident and sharing a home with the resident spouse in Missouri (provide copies of marriage license and proof of residency as outlined below);
Section 2	Please provide 2 documents	D. Copies of two of the following documents indicating student's name and current address: 1. Voter Registration Card 2. Employment Verification 3. Lease or Rental Agreements-please note: student housing/dorms is considered temporary housing tied to school attendance not counting towards Missouri residency 4. Written statement of intent (contracts) to establish domicile in Missouri 5. Automobile Registration Card 6. Missouri Driver's License 7. Receipt showing payment of income, personal, or property taxes in Missouri

This change of Residency Application and all required supporting documentation must be returned to MACC by one of the following options:

1. Email to (sent from your student email or personal email address on file): residency@macc.edu
2. Drop off at any MACC Campus Student Affairs Office
3. Mail to: Moberly Area Community College, Attn: Student Affairs, 101 S. College Ave, Moberly, MO 65270

I affirm/attest that the information and accompanying documentation included herein is true and accurate.

Student Signature

Date

For Student Affairs Use:

Approved ☐ _____ Date: _____ Year/Term Approved-Year: _____ FA SP SU

Not Approved ☐ _____ Date: _____ Reason Not Approved: _____