

Emily Griffith Technical College

1860 Lincoln Street, 6th floor

Denver, CO 80203

(720) 423 4702



Petition for In-State Tuition Classification

The purpose of this petition is to determine in-state tuition status. Completing this petition does not guarantee in-state tuition status. You will be notified via email of the decision made by the residency committee within 5 business days of submission.

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- Students over 23 - Complete the petition and provide **ALL** documentation under the **Domicile and Intent** areas below.
 - Students under 23 whose parents or legal court appointed guardians are Colorado residents - Complete the petition and provide **ALL Domicile and Intent** documentation for your biological parents or legal court appointed guardians. If you have a legal court appointed guardian you must provide court documents.
 - Students under 23 who are financially independent and want to prove emancipation - Complete the petition and provide **ALL** documentation you have received from the state of Colorado under the **Domicile, Intent, and Emancipation** areas below.
 - Students under 23 who have been married for over one year - Complete the petition and provide **ALL** documentation under the **Domicile and Intent** areas below. Also provide a copy of your marriage certificate.
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DOMICILE DOCUMENTATION

- Copy of your lease(s) to cover 12 month period prior to the start of the semester of which you are petitioning residency. Homeowners should include a copy of a warranty deed. If you are not on the lease, you must provide a notarized statement from the person you rent/live with including the property address, dates you resided there, a copy of their lease, warranty deed, or property taxes, covering the period of time they are stating you lived with them.

INTENT DOCUMENTATION

- Signed copy of the most current years Colorado Income Tax Return (based on school year)
- Copy of Voter Registration
- Copy of Driver's License or Identification Card issued by the State of Colorado
- Copy of Motor Vehicle Registration for the past 2 years
- Verification of Employment - letter from employer(s) verifying your employment dates, or copies of your paystubs for the 12 consecutive months prior to the start of the semester for which you are petition for residency
- Visa, Permanent Resident card or other USCIS documentation

EMANCIPATION DOCUMENTATION

- Emancipation form (included in this packet) completed and signed by parents, and notarized.
- Copy of both parents' or legal court appointed guardians' Federal Income Tax Returns for the most current year/school year
- Copies of your pay stubs from all employers for 12 months prior to the start of the semester you are petitioning for residency
- Copy of your Federal and State Income Tax Returns and W-2s for the most current year/school year
- Copies of all financial account bank statements for the 12 months prior to the start of the semester of which you are petitioning for residency (checking, savings, investments, trust accounts, etc.)

COLORADO HIGH SCHOOL RULE:**

Students who have attended at least 3 years and graduated from a Colorado high school, and applied or attended a Colorado college with 12 months of graduating high school submit:

- Copy of your high school transcript (must have your graduation date on it)
- Copy of your dated admissions letter or unofficial Colorado college transcript

****If you meet this Colorado high school rule requirement, simply attached the two documents listed above, complete the top half of the next page, sign the petition and submit. You do not need to provide any other documentation.****

Student Name (last, first, middle): _____

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Student ID: _____ Student Email Address: _____

Street Address: _____

Student Age and Date of Birth: _____ Phone Number: _____

Marital Status: _____ Date Married: _____

Program: _____ Start Date: _____

If the student is under 23 as of the program start date and is not emancipated, the parent or court appointed guardian of the student, rather than the student, must answer the questions below. If a parent or court appointed guardian completes this petition then the information provided must pertain to the parent or court appointed guardian rather than the student.

Name of person completing the form: _____ Relationship: _____

Street Address: _____

If you are the court appointed legal guardian of the student, you must include a copy of a court decree.

<p>1. Have you graduated or will you graduate from a Colorado high school? *If yes, please see cover sheet for HIGH SCHOOL RULE info.*</p>	<p>YES <input type="checkbox"/> NO <input type="checkbox"/></p>
<p>2. Are you a citizen of the United States? a. If not, do you hold a visa or other document issued by the USCIS? If yes, please attach a copy (Visa, PR Card, or receipts).</p>	<p>YES <input type="checkbox"/> NO <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/></p>
<p>3. List specific dates of physical presence in Colorado and attach proof of your presence in Colorado for the past 12 months (warranty deed, lease, canceled rent checks, or notarized letter from landlord). FROM: ____/____/____ TO: ____/____/____</p>	
<p>4. List all extended absences from Colorado. FROM: ____/____/____ TO: ____/____/____</p>	
<p>5. Have you filed a Colorado State Income tax return as a resident in the past 12 months? a. List which years you have filed CO returns as a resident: _____ b. List which years you have filed in another state: _____ c. If you did not file a Colorado return in the past 12 months, state reason(s): _____</p>	<p>YES <input type="checkbox"/> NO <input type="checkbox"/></p>

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<p>_____</p> <p>_____</p> <p>Attach signed copies of Colorado (not Federal) income tax returns for the past 2 years. Submit W-2 forms in Colorado returns were not filed for the past 2 years.</p>	
<p>6. List employment for the past 2 years. Attach proof for employment (paystubs or letter from employer on company letterhead).</p> <p>Employer: _____</p> <p>Address of Employer: _____</p> <p>_____</p> <p>Dates of Employment: _____</p> <p style="padding-left: 40px;">FROM: ____/____/____ TO: ____/____/____</p> <p>Employer: _____</p> <p>Address of Employer: _____</p> <p>_____</p> <p>Dates of Employment: _____</p> <p style="padding-left: 40px;">FROM: ____/____/____ TO: ____/____/____</p> <p style="text-align: center;"><i>***Submit a separate sheet***</i></p>	
<p>7. Are you registered to vote in Colorado? If yes, attach a copy of voter registration.</p>	<p>YES <input type="checkbox"/> NO <input type="checkbox"/></p>
<p>8. Have you operated a vehicle in the last 12 months?</p> <p>a. In what state is/was the vehicle registered? _____</p> <p>b. If registered in Colorado, date of registration: ____/____/____</p> <p>Attach copies of all Colorado vehicle registration for the last 2 years.</p>	<p>YES <input type="checkbox"/> NO <input type="checkbox"/></p>
<p>9. Do you have a current Driver's license or State ID?</p> <p>a. In what state was it issues? _____</p> <p>b. Issued date: ____/____/____</p> <p>Attach a copy of your Driver's license or State ID.</p>	<p>YES <input type="checkbox"/> NO <input type="checkbox"/></p>
<p>10. Do you own residential property in Colorado?</p> <p>a. Date purchased: ____/____/____</p> <p>b. Property Address: _____</p> <p>_____</p>	<p>YES <input type="checkbox"/> NO <input type="checkbox"/></p>
<p>11. Do you maintain a home(s) in another state?</p> <p>a. List state(s): _____</p>	<p>YES <input type="checkbox"/> NO <input type="checkbox"/></p>

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<p>b. List dates that you have resided in this home(s):</p> <p>FROM: ____/____/____ TO: ____/____/____</p> <p>FROM: ____/____/____ TO: ____/____/____</p>	
<p>12. Have you attended any college or university in the past 2 years?</p> <p>a. List Institution Names: _____ Dates Attended:</p> <p>FROM: ____/____/____</p> <p>TO: ____/____/____</p> <p>FROM: ____/____/____</p> <p>TO: ____/____/____</p> <p>b. At which school(s) were you granted in-state tuition?</p> <p>_____</p>	<p>YES <input type="checkbox"/> NO <input type="checkbox"/></p>
<p>13. Have you served in the Armed Forces during the past 12 months?</p> <p>a. List dates of service:</p> <p>FROM: ____/____/____ TO: ____/____/____</p> <p>b. During what period of time were you stationed in Colorado?</p> <p>FROM: ____/____/____ TO: ____/____/____</p> <p>Attach a copy of your most recent W-4 form filed with your military personnel office, a recent leave earning statement (LES), a copy of DD-2058, and a copy of DD-214 if discharged.</p>	<p>YES <input type="checkbox"/> NO <input type="checkbox"/></p>
<p>14. Supply any additional information you believe may help show your intent to make Colorado your permanent home:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>	

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AFFIRMATION:

I hereby swear and affirm that the answers given in the petition are accurate and complete, and that all documents attached hereto are turn and unaltered copies of the original documents requested. If my circumstances change, affecting the tuition status requested by this petition, I agree to notify the Welcome Desk in writing within 15 days of such change. I also understand that I am financially and academically responsible for all classes that I will or have register(ed) for regardless of the outcome of this petition process.

Signature of Petitioner: _____ Date: ____/____/____

Signature of Parent/Legal Guardian (if completing this form):

Date: ____/____/____

If you are under 23 and petitioning with your own information, answer the following questions and supply all documentation.

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1. List all financial support provided to you by either your parents or legal guardians during the past 12 months:

Date Provided: ____/____/____ Amount: _____ Purpose: _____

Date Provided: ____/____/____ Amount: _____ Purpose: _____

List the last year either of your parents/legal guardians claimed you as a dependent on their Federal Tax Return: _____

List both your parents' or legal guardians' home address and the dates you resided there in the past 2 years.

Address: _____ FROM: ____/____/____ TO: ____/____/____

Address: _____ FROM: ____/____/____ TO: ____/____/____

2. List all your sources of income (employments, loans, school sources, personal savings, trust funds and gifts from relatives, friends, etc.) since your parents/legal guardians ceased providing financial support.

NOTE: You must **attach** proof and documentation for each income source in the past 12 months. **Attach** a separate sheet for any additional Sources of Income.

- a. If your income is provided by a trust fund, **attach** written documentation (such as copies of legal papers setting up the trust) of the purpose for which the fund was formed, date it was established, and dates, amounts and persons by whom any money was added to the trust fund for the past 12 months.
- b. If you have checking and savings, **attach** documentation of monthly statements covering the entire 12-month period.
- c. If employment is an income source, list it in terms of yearly take-home totals (as documented by W-2 forms, statements from employers, etc.) and NOT in terms of wages per hour, week, or month. **Attach** documentation.

Income Source: _____ Amount per year: _____

Income Source: _____ Amount per year: _____

TOTAL INCOME FOR YEAR: \$ _____

3. List and calculate all expenses for the last 12 months:

Housing per month \$ _____	Total for year \$ _____
Utilities per month \$ _____	Total for year \$ _____
Food per month \$ _____	Total for year \$ _____
Transportation per month \$ _____	Total for year \$ _____
Tuition/fees per term \$ _____	Total for year \$ _____
Other per month \$ _____	Total for year \$ _____

TOTAL EXPENSES FOR THE YEAR \$ _____

Parent(s)/Legal Guardian(s) Statement for Minor Claiming Emancipation

I/We _____, the parent(s)/stepparent(s)/legal

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guardian(s) of (STUDENT'S NAME) _____.

hereby swear and affirm that I/we have entirely surrendered the right to care, custody, and earning of (STUDENT'S NAME)

_____ as of (DATE) ____/____/____.

- When was the last time this minor was claimed by the parent(s)/stepparent(s)/legal guardian(s) on state or federal income taxes?
DATE (month/day/year) ____/____/____
- When was the last time this minor was carried on any medical insurance by the parent(s)/stepparent(s)/legal guardian(s)?
DATE (month/day/year) ____/____/____
- When was the last time this minor was carried on any motor vehicle insurance by the parent(s)/stepparent(s)/legal guardian(s)?
DATE (month/day/year) ____/____/____
- The only support I/we have provided to this minor has been: _____

ATTACH ALL COPIES OF FEDERAL INCOME TAX RETURNS (NOT W-2 FORMS) COVERING THE ABOVE PERIOD OF EMANCIPATION.

The emancipation referred to herein is an absolute emancipation for all purposes whatsoever and was not done for the purpose of tuition classification. If approved, the emancipation status only applies to residency status and does not make the student independent for financial aid purposes.

SIGNATURE(S) OF BOTH (IF APPLICABLE) PARENTS/STEPARENTS/LEGAL GUARDIANS MUST BE INCLUDED AND NOTARIZED

Signature of Parent 1: _____

Date: ____/____/____

Signature of Parent 2: _____

Date: ____/____/____

NOTARY:

State of (_____)

County of (_____)

Sworn to and subscribed before me this ____ day of _____, 20____

Notary Signature _____