New Jersey Institute Of Technology
Office Of The Registrar
Application For New Jersey Resident Status

The purpose of this form is to provide sufficient information to make a determination regarding your residency status at New Jersey Institute of Technology. **Students applying for resident tuition status must have been legal permanent residents of the State of New Jersey twelve months prior to their initial enrollment at a New Jersey institution of higher education.**

Citizen and eligible non-citizen undergraduate students 24 years old or younger are considered dependents of their parents. Their residence will be determined by the legal domicile of their parents for the purpose of tuition calculation.

International students who obtain permanent resident status in the United States are not automatically eligible to pay New Jersey resident tuition rates. Upon receipt of their permanent resident status they must document their eligibility to pay resident tuition rates as defined by N.J.A.C. 9A:5-1 et seq. Eligible non-citizens must also meet the 12 month New Jersey residency requirement as noted above in Section I Domicile. **New Jersey residency for an eligible non-citizen will not begin until the date eligible non-citizenship status is established. Living in New Jersey prior to obtaining eligible non-citizenship status does not count toward the 12 month residency requirement.**

Former F-1 visa holders whose primary activity in New Jersey revolves around their status as full-time students will continue to be assessed non-resident tuition rates.

*Please complete all statements on this application. The document check list on the last page must be completed and all of the required documents must be included when the application is submitted to the Office of the Registrar in person or at registrar@njit.edu.*

The complete policy governing tuition residency status can be found in the [NJIT Residence Policy](#).

Name ___________________________ Date _____________

Student ID _________________________

Email Address ______________________
Document Check List

Check off the documents below included with your application. Do not submit this application without the required documents listed below. **Incomplete applications will not be reviewed.**

**Required:**

1. Federal **Income Tax Transcript** (Sealed from IRS) and W2 Forms. Include parent’s return if you are 24 years old and younger. Instructions on how to obtain transcripts from the IRS can be found at [http://www.njit.edu/registrar/forms/IRS_Tax_Return_Transcript_Request_Process.pdf](http://www.njit.edu/registrar/forms/IRS_Tax_Return_Transcript_Request_Process.pdf)
2. NJ tax transcript
3. Permanent residents must submit a copy of both sides of their green permanent resident visa. **Non-resident rates may be deferred at the discretion of the university until receipt of the Permanent Resident Card (Green Card) Form I-551 provided tax returns, current domicile and family status document the change in residency status.**
4. Lease and utility bills or Deed for local residence.
5. N.J. Driver’s License.
6. Certification of full-time employment.

**Additional (If Apply):**

7. Marriage certificate.
BASIC IDENTIFICATION DATA

Your name: ________________________________

Social Security Number: ______________________

Date of Birth ___________ Present Age ___________

State of Birth ___________ Country of Birth ________

Semester for which request is made: ________________

(Complete applications must be submitted no later than four weeks prior to the end of the semester.)

Are you a U.S. Citizen:

Yes _____ No _____ Date of Entry ___________ Visa Type ___________

Present Visa Status ______

If you are not a U.S. citizen are you a Permanent Resident: Yes _____ No _____

Alien Registration Number _______________________

(Include a copy of both sides of your permanent resident visa and complete the attached Immigration And Naturalization Verification Request. Non-resident rates may be deferred at the discretion of the university until receipt of the Permanent Resident Card (Green Card) Form I-551 provided tax returns, current domicile and family status document the change in residency status.)

Home Address: ________________________________

_____________________________________________

Length of time at present address _________________

Last out-of-state address and date of abandonment:

_____________________________________________

_____________________________________________

Reason for abandoning last out-of-state address:

_____________________________________________

Name of Father: ________________________________

Address: _____________________________________
DATA TO DETERMINE DOMICILE (See Residence Policy)

Students (and parents) seeking New Jersey resident tuition status must furnish the information requested below. Please note that any false statements or withholding of pertinent information will be referred to the Institute Committee on Professional Conduct.

A. If it is claimed that your parent or guardian is a legal resident of New Jersey even though the address you have given is not in New Jersey, please state the basis for this claim.

B. If you claim that you have established a domicile in New Jersey as an independent person (24 years or older), you must give the basis for this claim by means of an explanatory statement under the applicable heading below.

1. I was married on _______ to __________________ at ____________________________ and we have been living at ____________________________ since _________. My spouse was a resident of the state of ____________________________ at the time of marriage. (Supply a copy of your marriage certificate)

2. I claim to be emancipated by mutual consent of myself and parents. Yes ______ No ______
   a. My parents contribute to my support. Yes ______ No ______
   b. My parents claim me as a dependent on their tax return. Yes ______ No ______

3. I claim to be emancipated by virtue of formal court action.
   Court: __________________
   (Attach copies of supporting documents)

4. I claim to be emancipated by virtue of
   ______death of both parents and no legal guardian;
   ______other causes.
   Explain fully below and provide documentation:
   ___________________________________________________________________________________
C. 1. I claim to have established my domicile at: ____________________________

2. The address which appears on my tax return is: (Provide copy of signed return)
D. I own my home in New Jersey at:  

(Provide copy of deed)

E. I rent my dwelling on a lease ____ (Include copy of current lease and utility bills)

F. I am ____ I am not ____ registered to vote in New Jersey.

G. I have ____ do not have ____ a New Jersey driver's license. (Provide a copy of your license)

H. I am ____ am not ____ employed in the state of New Jersey. If employed, by whom?  

(Supply statement of employer)

I. Other pertinent statements: ________________________________

______________________________

______________________________

J. My college expenses and other financial needs are being met by funds derived as follows:

______________________________

______________________________

Your Statement: The data given throughout this application are true and complete to the best of my knowledge and belief.

Signature of Student     Date