RESIDENCY POLICY

**Nebraska Residency Requirements**

It is important that students who are making plans to attend the University and who are not Nebraska residents are familiar with the effect residency policies may have on their financial preparation for attending the University.

All students who did not graduate from a Nebraska high school or who have not lived in Nebraska for a period of time long enough to determine resident status will automatically be classified as non-residents.

Students who qualify for any of the residency categories listed below should login to complete and submit the University's Application for Residency Classification for Tuition Purposes (https://cspdnun.edu/psc/cspdnun/NBX/HRMS/s/WEBLAB_ENTREDIR.ISCRIPT1.FieldFormula.IScript_Redirect/?nba-product=EF&cref=NBA_NVCS_EFORM_RESAPP).

The last day to qualify for residency for a semester is the last day of registration (6th day of the semester). All students must register and enroll in classes for the term in which residency in sought. Failure to register for the term for which residency is sought will result in the cancellation of the residency application. Applications determined to be incomplete after the last day to apply will be voided.

To apply for a subsequent semester or term, one must submit a new application and provide appropriate updated support documentation.

A student applying for residence for any semester or term will be required to have established a home in Nebraska at least 12 months immediately preceding the term or semester for which residence status is sought.

An individual who moves to Nebraska primarily to enroll in a post-secondary institution in Nebraska will be considered a non-resident for tuition purposes for the duration of his or her attendance. Enrolling more than half time (7 semester hours or more) any term at a university, college or community college in Nebraska during the 12 months immediately preceding the term for which residency classification is sought will be considered strong evidence that an individual moved to Nebraska primarily to enroll in a post-secondary institution in Nebraska. The student would therefore be considered a non-resident for tuition purposes for the duration of his or her attendance at the University of Nebraska Medical Center.

**Residence Categories**

The following categories are all sections in which a student may be eligible to apply to change their residency status. For more information on the documentation needed for each category, please refer to this document (https://www.unmc.edu/student-success/academic-records/RESIDENCECLASSIFICATIONRUBRICUNMC.pdf).

- **A. Legal Age or Emancipated Minor**: A person of legal age (19 or older) or an emancipated minor who for a period of 12 months has established a home in Nebraska where he or she is habitually present, and shall verify by documentary proof that he or she intends to make Nebraska his or her permanent residence. An emancipated minor is a person who by virtue of marriage, financial status or other reasons, has become independent of his or her parents or guardians. NOTE: An individual who moves to Nebraska primarily to enroll in a post-secondary institution in Nebraska will be considered a non-resident for tuition purposes for the duration of his or her attendance. (students cannot be enrolled in more than six credit hours per semester for the 12 month duration period). Additionally, an individual claiming Nebraska resident status under this category will NOT be granted such a determination is he or she has claimed resident status in any other state within the last 12 months.
- **B. Dependent Minor**: A minor (less than 19 years of age) whose parent/guardian has established a home in Nebraska where they are habitually present with the bona fide intention of making Nebraska their permanent place of residence. There is no minimum period of residence for the parent/guardian under this category.
- **C. Legal Age Dependent**: A person of legal age (19 to 24) who is a dependent for federal income tax purposes of a parent/legal guardian who has established a home in Nebraska. There is no minimum period of residence for the parent/guardian under this category.
- **D. Married to a Nebraska Resident**: A person shall be required to verify that he/she is married to an individual who, prior to the marriage, had already established a home in Nebraska. There is no minimum period of residence for the applicant under this category, but the spouse must meet residency requirements described in Category A.
- **E. Asylee, Refugee or Permanent Resident Alien**: A person who has applied for or been granted permanent residency or has applied for or been granted asylee or refugee status and has established a home in Nebraska for a period of at least 12 months of non-educational purposes.
- **F. University or State College Staff Member or Dependent/Spouse**: A staff member or the dependent or spouse of a staff member of the University of Nebraska, one of the Nebraska state colleges, or one of the community colleges. The employee must be PERMANENT and have at least part-time (.5 FTE) employment status.
- **G. Active Duty Military, active duty National Guard and/or Dependents**: A person on active duty with the armed services of the United States of America who has been assigned a permanent duty station in Nebraska, or the spouse or dependent of an individual who has been assigned permanent duty station in Nebraska. A person who is a dependent of a Nebraska resident on active military duty will be granted resident tuition status if he/she verifies that he/she is a spouse or a dependent for federal income tax purposes of an individual meeting the qualifications.
- **H. Nebraska High School Graduate/Nebraska Dream Act**: A person who is a graduate of a Nebraska high school and who meets the requirements of Nebraska law found in Neb. Rev. Stat. §85-502(8).
- **I. Former University/State College Resident Student**: A person who has been enrolled at the University of Nebraska or one of the Nebraska state colleges as a resident for tuition purposes, and re-enrolls within two (2) years of the last date of enrollment. There is no minimum period of residency for the individual under this category.
- **J. Native Americans**: A person not residing in Nebraska who is a member of a Native American tribe that is indigenous to or has historically migrated to or from the State of Nebraska. A list of these tribes is available from the Office of Admissions.
- **K. Recruited or Transferred Employees**: Individuals who, because of their special talents and skills, were recruited to Nebraska for full-time employment in the state, or were transferred to Nebraska by a business entity, and the spouses or dependents of such individuals are exempted from the 12 months domicile rule. There is no minimum period of residence for the individual under this category.
• L. Nebraska High School Graduate -Veteran: A person who has served with the military who has been honorably discharged, is a graduate of a Nebraska high school, and has established a home in Nebraska with the intent to make Nebraska a permanent residence.
• M. Military Veteran or Dependent/Spouse: A person who has served the military and who has been off active duty for two (2) years or less, or a dependent or spouse of such veteran, if the person is registered to vote in Nebraska and demonstrates objective evidence of intent to be a resident of Nebraska. (Note: this category does not apply to a veteran who qualified for benefits pursuant to 38 U.S. C § 3317 (the Yellow Ribbon program); however, spouses or dependents are still eligible.

Documentation

For more information on the documentation needed for each category, please refer to this document (https://www.unmc.edu/student-success/academic-records/RESIDENCECLASSIFICATIONRUBRICUNMC.pdf). Refer to the instructions on the application for each Residence Category and upload copies of requested Documentation.

Documentation 1: To be completed by applicants in category A, B, C, D, E, H, I, K or L. Documentation must be provided for each of the 12 months:
• Current lease agreements
• Canceled checks for rent
• Documentation showing residence in a home owned in Nebraska
• Other notarized documentation approved by UNMC Residency Officer
• Applicants in categories A and E must provide proof of an established home in Nebraska for at least 12 months IMMEDIATELY PRECEDING the last day of the registration “Add Period” of the term or semester for which residence status is sought.

Documentation 2: Used to support a claim of intent to make Nebraska your permanent home. To be provided by application in A, B, C, D, E, H, I, or K. Documentation for applicants in categories A, E, H, and I must be in the applicant’s name. Documentation for applicants in category B must be in the name of the parent(s)/guardian(s). Documentation for applicants in category C must be in both the parent(s)/guardian(s) and applicant’s name. Documentation for applicants in category D must be in the name of the spouse. Documentation for applicants in category K must be in the name of the recruited/transferred employee. Three (3) of the following support documents must be provided:
• Nebraska driver’s license
• Nebraska voter’s registration card or certificate
• Bank statement showing activity with name and institution and name and address of proper party
• Nebraska vehicle registration
• Most recent pay stub showing name, address, Nebraska state income tax withheld
• Nebraska state income tax return for the most current year (or W-2 form with latest paycheck showing state income tax withheld.)

Affidavit Of Intent
This must be signed in the presence of a notary and uploaded to the application online.

Is There An Appeal Process?
Individuals who believe they have incorrectly been denied residence for tuition purposes may appeal that decision through the Assistant Vice