



Admissions and Records Office
2425 Hwy 75
Blountville, TN 37617

Phone: 423-323-0253
Fax: 423-323-0215
admissions@northeaststate.edu

APPLICATION FOR IN-STATE RESIDENCY CLASSIFICATION

In accordance with the rules adopted by the College System of Tennessee, individuals domiciled* in the State of Tennessee are classified as in-state residents.

Please complete the Application for Residency and return to the above address. Complete all portions of the application. Provide the required documents to support the residency application.

Incomplete applications or applications received without documentation will not be reviewed and out-of-state fees will be assessed until Tennessee residency has been determined.

Each Applicant's situation is different and may require additional documentation.

In order for you to receive in-state status for a specific term, the application and supporting documentation must be received in the Admissions and Records Office before the beginning of the semester that you are applying. Applications received after the tuition due dates will be considered for up to 14 days past the start of the semester, however classes cannot be held for any tuition not received while the residency classification is in progress.

Please allow two business days for your application to be reviewed. You will be notified if further documentation is needed. You will be notified of your residency status once all documentation has been received and reviewed.

PLEASE NOTE: Presence or absence of any particular item(s) of evidence will not automatically result in an in-state classification.

*Domicile is defined as, "a person's true, fixed and permanent home and place of habitation; it is the place where he/she intends to remain, and to which he/she expects to return if he/she leaves without intending to establish a new domicile elsewhere."

Student's Name _____ ID # _____

Semester applying for: Fall 20_____ Spring 20_____ Summer 20_____

Address _____

Length of time at this Address: _____ Years _____ Months Own Rent Other _____

If less than one year, please indicate all previous addresses for one year period:

Address _____ From _____ to _____

Address _____ From _____ to _____

Date of Birth _____ Phone Number _____

E-mail Address _____

Are you a US Citizen or Permanent Resident?

Yes No

Please circle the number of the statement below that applies to you.

1. I reside within Tennessee and I am dependent upon my parents (or legal guardian), who are citizens of the United States and permanent residents of Tennessee.
2. I am not claimed as a dependent for income tax purposes by anyone other than myself or my spouse.
3. I moved to Tennessee or my parents moved to Tennessee as a direct result of a job transfer.
4. I am eligible to receive educational benefits administered by the US Department of Veterans Affairs.
5. Other

Please refer to Page 3 to find a detailed list of the supporting documentation needed to submit your Application for Residency.

Information provided to Northeast State Community College will be kept confidential in accordance with the Family Educational Rights and Privacy Act of 1974.

Student's Signature _____ Date _____

Documentation to Prove Tennessee Residency

Please provide all supporting documentation that coincides with the Statement number you circled on Page 2.

Statement 1:

- Photocopy of parent's or legal guardian's most recent federal tax return (1040 form) with Tennessee address listed on the return, and listing applicant as a dependent
- A valid, unexpired Tennessee license or Tennessee state issued ID

Statement 2:

- Photocopy of most recent federal tax return (1040 form) with a Tennessee address listed on the return
- A mortgage or lease agreement with the Applicant's name and address. *Applicants who cannot provide a mortgage or lease may submit a notarized letter from the homeowner/lessee stating the name of the homeowner/lessee and applicant, the address, and the length of time the applicant has resided at the address*
- A bill such as water, electric, or cable and address **OR** a checking account statement with the Applicant's name
- A valid, unexpired Tennessee license or Tennessee state issued ID

Statement 3:

- Letter from employer verifying transfer to Tennessee
- A mortgage or lease agreement with the Applicant's name and address. *Applicants who cannot provide a mortgage or lease may submit a notarized letter from the homeowner/lessee stating the name of the homeowner/lessee and applicant, the address, and the length of time the applicant has resided at the address*
- A bill such as water, electric, or cable and address **OR** a checking account statement with the Applicant's name
- A valid, unexpired Tennessee license or Tennessee state issued ID

Statement 4:

- No residency application is required if the following conditions are met:
 - Using benefits at Northeast State Community College
 - Currently has a TN address

Statement 5:

- A mortgage or lease agreement with the Applicant's name and address. *Applicants who cannot provide a mortgage or lease may submit a notarized letter from the homeowner/lessee stating the name of the homeowner/lessee and applicant, the address, and the length of time the applicant has resided at the address*
- A bill such as water, electric, or cable and address **OR** a checking account statement with the Applicant's name.
- A valid, unexpired Tennessee license or Tennessee state issued ID



NORTHEAST STATE

We're here to get you there

Office of Admissions and Records

P.O. Box 246 • 2425 Highway 75

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Northeast State Community College does not discriminate on the basis of race, color, religion, creed, ethnicity or national origin, sex, disability, age, status as a protected veteran or any other class protected by Federal or State laws and regulations and by Tennessee Board of Regents policies with respect to employment, programs, and activities.

The following person has been designated to handle inquiries regarding nondiscrimination policies:

Linda W. Calvert, Vice President for Administration & Grant Development
AffAct@NortheastState.edu, P.O. Box 246, Blountville, TN 37617-0246, 423.323.0222

Please view Northeast State Community College's policy on nondiscrimination for more information.