Virginia Tech
Graduate School

GRADUATE IN-STATE TUITION REQUEST

If you are being charged out-of-state tuition and believe you are eligible for in-state rates, please complete the following form. You must be a U. S. citizen; a permanent resident alien; or hold an A, E, G, H-1 or H-4, K, or N visa to establish residency that qualifies you for in-state tuition. Please attach a copy of your permanent resident alien card or I-94, visa stamp, and/or other USCIS approval notification. You must also demonstrate intent to establish domicile in Virginia. The university requires additional supporting documentation demonstrating your residency qualification for the prior year. Please include a copy of your Virginia state income taxes, driver's license, vehicle registration, voter registration, and lease/mortgage agreement. Failure to supply this information may result in the denial of your request. Use the other side of this form to provide additional information to be considered on your application.

PERSONAL INFO

LAST/FAMILY NAME _____ FIRST/GIVEN NAME _____ MIDDLE NAME _____ SUFFIX _____

Student ID Number: _____ if known

Date of Birth: _____ month/day/year

E-mail Address: _____ *@vt.edu* account, preferred

Daytime Phone: _____ ☐ Home ☐ Office ☐ Mobile

Local Address

_____

_____

_____

_____ city state zip country

Citizenship
☐ U.S. CITIZEN ☐ PERMANENT RESIDENT ☐ NON-RESIDENT ALIEN*
**If non-resident alien, please list your visa status:* _____

Current Program
_____

First Term of Enrollment
☐ FALL ☐ SPRING ☐ SUMMER I ☐ SUMMER II _____ year

Anticipated Completion Term
☐ FALL ☐ SPRING ☐ SUMMER I ☐ SUMMER II _____ year

Degree Level
☐ DOCTORAL
☐ EDUCATION SPECIALIST
☐ MASTERS
☐ GRADUATE CERTIFICATE
☐ NON-DEGREE
☐ COMMONWEALTH CAMPUS

Campus
☐ BLACKSBURG ☐ HAMPTON ROADS ☐ NATIONAL CAPITAL REGION ☐ RICHMOND
☐ ROANOKE ☐ SOUTHWEST VIRGINIA ☐ VIRTUAL

How long have you resided in Virginia? Years: _____ Months: _____

Beginning with the most recent, chronologically list the addresses at which you have resided for the past two years.

Prior Address 1: _____
street address city state zip country

Prior Address 2: _____
street address city state zip country

REQUIRED INFO

Do your parents/legal guardian/spouse provide over half of your financial support OR claim you as a dependent on their taxes? ☐ YES ☐ NO

If yes, in which state do your parents reside? _____ *(If VA, attach a copy of their VA state income taxes.)*

For the twelve months prior to the term in which you will enroll, will you have:

1. filed a tax return or paid income taxes to Virginia?	☐ YES ☐ NO
2. been a registered voter in Virginia?	☐ YES ☐ NO
3. held a valid Virginia Driver's license?	☐ YES ☐ NO
4. owned or operated a vehicle?	☐ YES ☐ NO
a. If yes, has it been registered in Virginia?	☐ YES ☐ NO
5. Are you, or any member of your immediate family, enlisted in the Virginia National Guard?	☐ YES ☐ NO
6. Are you, the spouse of, or the dependent of active-duty military personnel?	☐ YES ☐ NO
a. *Are you/they permanently stationed in Virginia? (If yes, include a copy of your/their orders.)*	☐ YES ☐ NO
b. Does your/their Leave and Earnings Statement reflect Virginia as the state of residence? (If yes, include a copy.)	☐ YES ☐ NO
7. If you are active duty military, did your spouse earn at least $10,300 in the last year, claim you as a federal tax dependent, and pay income tax to the state of Virginia?	☐ YES ☐ NO

Answer this question, only if you worked in Virginia for the past 12 months but currently live outside of Virginia.
Did you file Virginia taxes on all income earned in Virginia for the last year? ☐ YES ☐ NO

SIGNATURE

I certify that all information provided to the Graduate School and department on my application and during the entire admissions process is accurate. I understand that upon my admission and enrollment I will be subject to the rules and regulations of the university, including the Graduate Honor System (http://grads.ghs.vt.edu).

APPLICANT SIGNATURE _____ date _____

Return your completed form to:
Graduate School
Graduate Life Center at Donaldson Brown
Virginia Tech (0325) • Blacksburg, VA 24061
Fax: 540/231-2039

Questions? Call 540/231-8636 or e-mail *gradappl@vt.edu* for assistance.