IOWA WESTERN COMMUNITY COLLEGE
REQUEST TO CHANGE RESIDENCY STATUS

A student enrolling at Iowa Western Community College shall be classified as resident or non-resident of the state of Iowa for purposes of tuition assessment. This classification is determined by the Director of Admissions at the time of application to the College. This classification shall be based upon information furnished by the student and all other relevant information available about the student. The student shall remain a non-resident for tuition purposes unless the student changes his/her permanent residence to the state of Iowa and submits a Request to Change Residency Status to the Registrar in Clark Hall. In order for the Request to Change Residency Status to be granted, the following terms and conditions must be met:

- The student must submit the Request to Change Residency Status within the first week of the term for which the change is sought.
- The student must submit a brief statement explaining his/her main purpose in moving to the state of Iowa, as well as three supporting documents that include a date ninety (90) days prior to the start of the term for which the change is sought.
- The student must not have moved to the state of Iowa primarily for educational purposes; students who are in the state of Iowa for educational purposes cannot be granted residency status.

Biographical Information

Name _________________________________________________________________________ ________________________________________
Last                                                                 First                                               Middle Initial
 Permanent Address ______________________________________________________________________________________________________
Street Address ____________________________________________________________________________________________________________
 City                                         State                                  Zip
Student ID Number ______________________________________  Telephone Number _______________________________________________

Supporting Documents

Attach a brief statement explaining your main purpose in moving to the state of Iowa, as well as copies of three supporting documents that include your name, your Iowa address, and a date ninety (90) days prior to the start of the term for which you are requesting residency. The supporting documents can be selected from the following:

- rent receipt
- tax receipt, ownership of property
- Iowa voter registration card
- vehicle registration
- Iowa income tax return
- Iowa driver’s license
- utility bill (water, gas, or electric)
- other similar document

Certification Statement

Term and year for which you are requesting residency:  ☐ Fall  ☐ Spring  ☐ Summer  Year 20_______

By signing below, I certify that I have established a permanent residence in the State of Iowa and have resided at said residence for at least ninety (90) days prior to the start of the term for which I am requesting residency status. I also hereby certify that the above information, as well as the attached documentation, is true and correct. In accordance, therefore, with proper procedures and submissions of documented evidence of residency, I am requesting residency status for tuition purposes.

Student's Signature ___________________________ Date __________________________

FOR OFFICE ONLY:
The student's application for residency status has been reviewed and the following action has been taken:  ☐ Request Granted  ☐ Request Denied

Registrar ___________________________ Date __________________________

Updated 05/02/12