UNIVERSITY OF THE DISTRICT OF COLUMBIA
DAVID A. CLARKE SCHOOL OF LAW

RESIDENCY APPLYING FOR (Check One):
□ DC Resident Tuition Rate
□ DC Metro Resident Tuition Rate *(applies only if admitted for Fall 2018 or later)*

PROOF OF RESIDENCY FORM

Last Name _____ First Name _____ Middle Initial _____

N _____ Student ID Number _____ Telephone _____ UDC Email

Street Address _____

City _____ State _____ Zip Code _____ Birth Date (mm/dd/yyyy) _____/_____/_____ Term Applying For _____

Any student who has resided in the District of Columbia or the D.C. Metro area (Prince George's County or Montgomery County in Maryland or Alexandria County, Arlington County, or Fairfax County in Virginia) for a minimum of one year (12 consecutive months) may apply to change their residency classification. Active duty and recently discharged members of the military (and their dependents) may be able to waive the 12-month requirement by verifying their military status. To ensure that the residency of students is accurate for tuition assessment and the receipt of financial aid, the Proof of Residency Form, Residency Affidavit, and all additional documentation must be submitted no later than the following dates:

Fall Semester – August 1
Spring Semester – December 1
Summer Semester – May 4

Proof of Residency Forms received after the above deadlines will be reviewed and approved for the following semester. If no form is received, you will be classified as a Non-Resident and charged the Non-Resident tuition rate.

In order to prove that you meet the qualifications, you **MUST SUBMIT TWO** of the approved supporting documents listed below. You may claim residence on your own behalf, or if claimed as a dependent, on behalf of your parent(s) or legal guardian(s):

- **CERTIFIED STATE TAXES for the most recently completed calendar year** (DC Form D-40 or D40EZ income tax return, Virginia Form 760 or Maryland Form 502, or other resident individual tax returns that bears address.)
- **VALID STATE ISSUED ID** (*passports are not accepted*)
- **VOTER REGISTRATION PROFILE**
- **A COPY OF A LEASE AGREEMENT/MORTGAGE**
- **STATE BENEFITS** (Must show one year of services rendered. State medical benefits are not accepted.)
- **MILITARY STATUS** (Verify your status with Ms. Sequoyah Adebayo at military@udc.edu.)

Submitted documentation must show one year of full residency to qualify for D.C. or D.C. Metro tuition rates (unless you have verified military status). Some students may be asked for additional documentation to confirm proof of the requested residency classification. If your application is approved, you will be charged the D.C. Resident tuition rate or D.C. Metro Resident tuition rate for that academic year **only**. **You must reaffirm your residency status every year.**

I certify under penalty of disciplinary action that the information I have provided with this application is true.

_____ _____
Signature Date

Entering Students: Send your completed form and documentation to the **Office of Admission,** 4340 Connecticut Ave NW, Suite 104, Washington, DC 20008 or by email to lawadmission@udc.edu.

Continuing Students: Send your completed form and documentation to the **Office of Finance** at 4340 Connecticut Ave NW, Room 488, Washington, DC 20008 or by email to: oidehen@udc.edu.

OFFICE USE ONLY Received by: Date received: *Updated: 10/27/2020*