



# Application for Residency Classification

## Application Deadlines:

Entering Fall Semester: August 1  
Entering Spring Semester: December 1  
Entering Summer: May 1

Last Name: \_\_\_\_\_ First: \_\_\_\_\_ MI: \_\_\_\_\_

L Number: L00 \_\_\_\_\_ E-Mail: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Term applying for reclassification:  Fall  Spring  Summer

Year: \_\_\_\_\_

## Certificate of Residency

I declare or affirm that I am a resident of the state of Alabama as defined by the University of North Alabama and by signing the following statement certify and attest to the following:

- The following is my physical address and location within the state of Alabama and is my residence.
- I intend to remain at this address indefinitely, and it is my intent to, and has been my intent, to be a resident of the state of Alabama.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Permanent Physical Street Address: \_\_\_\_\_

\_\_\_\_\_

City: \_\_\_\_\_ County: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_ Home Phone #: \_\_\_\_\_ Work Phone #: \_\_\_\_\_

## Submission Options:

- Mailing Address: UNA Box 5044, Florence, AL 35632-0001
- In-Person (Monday -Friday, 8:00 a.m. – 4:30 p.m.): ~~UNA Box 5044~~
- E-Mail: Complete the form, print, sign, scan, and submit to registrar@una.edu.

*Complete the subsequent pages of this document carefully. Read the directions closely to determine which sections to complete.*

# Documentation of Residency

For each section below, mark the appropriate boxes to indicate the documentation you will submit as proof of

## Part C: Additional Documentation for Minors and Spouses

If submitting additional documentation from a spouse or minor's parent/guardian, please complete the following page. (Minors are 18 or under)

The following documentation is for my:

Mother       Father       Legal Guardian       Spouse

Name: \_\_\_\_\_

Permanent Physical Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Employer: \_\_\_\_\_ Employed Full Time?:  Yes       No

If you are a minor, are your parents divorced?       Yes       No

If yes, who has legal/primary custody? \_\_\_\_\_

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Please provide the following required pieces of documentation:

1. Provide a letter on company stationary that verifies the employment, including effective date, of your parent, guardian, or spouse.
2. If you are a minor, provide a copy of an Alabama tax return that shows you were claimed as a dependent.
3. If you are married, provide a copy of an Alabama tax return for your spouse.
4. If you are married, provide a copy of your marriage license.
5. Provide any additional documentation that supports the residency of your parent, guardian, or spouse.
6. Provide documentation from Part B2 on the previous page.