RESIDENCY APPLICATION  
Parental/Spouse/Guardian Supplemental Form

This form must be accompanied by the Residency Application Student Form. This form is to be completed by the parents, spouse, guardian or any person having legal custody of any student or prospective student who is seeking to establish eligibility to pay the in-state rate on tuition and fees at Clemson University. The questionnaire is to be completed by one of the following persons, as the situation requires: by the parent providing majority financial support; or by each parent if divorced/separated; by the student's legally appointed guardian; by the spouse if the student is married. Please note that a Parental/Spouse/Guardian form is also required for students under the age of 24 in order to complete the application process. Please be advised that if guardianship or custodianship was created primarily for the purpose of conferring South Carolina domicile for tuition and fee purposes on such child or dependent person, it shall not be given consideration or recognition. The form should be completed, signed, notarized and returned to the address below no later than the day before classes begin for any semester for which the student is attempting to qualify to pay the in-state rate on tuition and fees (it will take between 4 to 6 weeks before an application will be reviewed). Determination of residency status will be made on the basis of the South Carolina Code of Laws and regulatory guidelines promulgated by the South Carolina Commission on Higher Education.

PLEASE RETURN THIS ORIGINAL FORM NOTARIZED TO: Office of Student Financial Aid  
Clemson University  
G-01 Sikes Hall  
Clemson, SC 29634

Please check ONE of the following, is your student a(an):

☐ Continuing Undergraduate Student  ☐ Incoming Freshman  ☐ Transfer Student  ☐ Graduate Student

PERSONAL INFORMATION

The student or prospective student whose resident status is under consideration is ______________________________

1. Student’s Clemson University XID: ____________________________, for what semester is your student requesting in-state tuition to begin? ___________________________________________

2. Name of person answering questionnaire: _____________________________________________________________

3. Relationship to student: __________________ Legal basis for exercising custody of student (father, mother having custody by court decree, guardian, spouse, etc.) __________________

4. What is your present address (street, city and state)? ____________________________________________________

   Telephone Number: _______________________________ E-mail Address: _______________________________

5. How long have you lived in the state listed in question 5 above? ____________________________ (give dates)

6. What do you consider to be your "permanent" home address? __________________

7. Do you have any intention at present of moving from your current address? ☐ YES ☐ NO If yes, to what place?

__________________________________________________________________________________________
8. Are you a citizen?  □ YES □ NO

9. Are you a permanent resident of the United States?  □ YES □ NO
   If no, what is your nationality? ___________________________________________________________

10. Do you own real estate in any state other than South Carolina?  □ YES □ NO
    Do you claim homestead exemption in any state?  □ YES □ NO  Where?_____________________
    Do you own your home in which you presently live?  □ YES □ NO
    Do you rent your home in which you presently live?  □ YES □ NO

EMPLOYMENT AND FINANCIAL DATA

11. What is your occupation? _____________________           Company Name: _____________________________
    Is this company a SC Company?  □ YES □ NO  Are you self-employed?  □ YES □ NO

MISCELLANEOUS DATA

12. Do you have a driver’s license in any state other than SC?  □ YES □ NO  If yes, what state: ___________________

13. Do you have a valid South Carolina issued state ID card?  □ YES □ NO

14. Do you have a valid South Carolina driver’s license?  □ YES □ NO
    Is your license a renewal of a previously issued South Carolina license?  □ YES □ NO

15. Do you own a motor vehicle?  □ YES □ NO  If yes, is it registered in South Carolina?  □ YES □ NO  Is this registration a renewal of a previously issued South Carolina Motor Vehicle Registration?  □ YES □ NO  was this vehicle recently purchased?  □ YES □ NO

16. List all vehicles that you currently own and what state they are registered in:

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<th>Vehicle Make/Model</th>
<th>State</th>
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17. Did the student qualify as a tax dependent on the Federal Income Tax Return on the most recent tax return you filed?
    □ YES □ NO

18. Will the student qualify as a tax dependent on the Federal Income Tax Return that you will file in the future?
    □ YES □ NO

19. Did you file SC taxes as a SC resident on your most recent taxes?  □ YES □ NO  Did you file as part year resident on your state taxes?  □ YES □ NO  If yes, please provide schedule NR/PR with your taxes.
DECLARATION OF DOMICILE

(Declaration of Domicile to be completed only if parent/spouse/guardian is asserting domicile in South Carolina, IF YOU ARE NOT asserting this, please skip this section and sign below under Notarization)

Domicile denotes your true, fixed and permanent home and place of habitation. It is the place where you intend to remain and to which you expect to return when you leave, without intending to establish domicile elsewhere.

Penalty: Willful misrepresentation of fact in an attempt to gain residency improperly may result in tuition and fees past due and unpaid to be charged, plus interest at the rate of eight percent (8%) per annum, plus a penalty in the amount of twenty-five percent (25%) of the non-resident tuition and fees for one semester.

(1) I __________________________________________declare under oath:
(a) My birth date is ______________________
(b) I established my domicile in South Carolina on _________________
(c) I reside at ________________________________________________

(2) I have read the definition of domicile and the penalty prescribed for willful misrepresentation appearing above.

NOTARIZATION REQUIREMENT

_____________________________________________
Signature of Parent/Spouse/Guardian

State of _____________ County of ________________

Subscribed before me this ___________ day of __________________________________________________________________________, 20___

____________________________________________________  My Commission Expires __________________
Notary Public
Notary Seal

Revised 3/2015
PARENT/SPouse/GUARDIAN CHECK LIST

If student is applying as dependent student:

☐ Parent/Spouse/Guardian form completed and notarized (must turn in original form)

☐ Student form completed and notarized (must turn in original form)

☐ Copy of parent/spouse/guardian driver’s license (if a renewal and original date does not show on driver’s license, please provide a copy of your 3 year driving record from the SC Department Of Motor Vehicles)

☐ Copy of parent/spouse/guardian identification card (if no driver’s license)

☐ Copy of parent/spouse/guardian vehicle registration for all vehicles owned (If you do not have the original vehicle registration please provide a copy of your official vehicle report from the SC Department of Motor vehicles, if this is a new vehicle provide a copy of the purchase agreement/bill of sale)

☐ Parent/spouse/guardian rental agreement for past year and current year (if renting home)

☐ Parent/spouse/guardian closing statement on home (if own) and current property tax if you have owned the home more than 2 years

☐ Parent/spouse/guardian full time employment letter if applicable (**see statement below, only needed if have not met the twelve month requirement)

☐ Copy of your South Carolina business license and earnings statement (if applicable, only needed if have not met the twelve month requirement)

☐ Copy of parent/spouse/guardian Federal & State taxes (most recent filed, if filed as part year resident on state taxes please provide Schedule NR/PR and if you filed in two states please provide both states taxes)

☐ Provide copy of court decree (If parent did not claim on taxes but has joint or full custody)

☐ Copy of permanent resident card (if applicable)

☐ Copy of Alien Registration Card (I-94) or Visa, please provide a copy (if applicable)

☐ If Military: provide a copy of your most current orders, Leave and Earning Statement, and Military Declaration of Domicile

If student is applying as independent:

☐ Parent/Spouse/Guardian form completed and notarized (must turn in original form)

☐ Federal taxes showing parent does not claim student (all income and social security information may be blocked out)

☐ Student will need to follow instructions as independent on Student Check List.

**Full time employment letters must be on company letter head and the Statement must: 1) verify full time employment; 2) specify number of hours worked per week; 3) state original date of employment in South Carolina; 4) specify length or term of employment; if indefinite, please indicate. Regardless of employment status, provide a current verification of year-to-date income totals.