

## INSTRUCTIONS

- The Code of Virginia, Section 23.1-500 governs the determination of entitlement for in-state privileges. Visit: [vastatus.virginia.edu](http://vastatus.virginia.edu) for information on the requirements of domicile and University of Virginia application, determination and appeal process. Additional information may be found at the State Council of Higher Education for Virginia site: [www.schev.edu](http://www.schev.edu).
- Submit this form if you believe you are entitled to in-state privileges based upon your domicile, the domicile of your parent, legal guardian or individual acting *in loco parentis*, or spouse.
- Submit this form if you believe you are entitled to in-state based upon your graduation or years of attendance at a Virginia High School.
- All Social Security numbers should be deleted from all documents submitted.
- Email or fax this form and copies of supporting documents by the first day of the term for which you claim entitlement. Late applications will not be reviewed. If your application is incomplete, you will be contacted.

## SECTION A - APPLICANT INFORMATION

1. Full Legal Name:
2. Date of Birth:
3. Preferred Pronouns:
4. Term and school/program for which you claim entitlement:
5. Are you a:      U.S. Citizen      B, F, H3, J, M Visa Holder      Other
6. Primary telephone number:
7. Primary Email address:
8. Did you complete two years of high school in Virginia and graduate from high school in Virginia after 2008?      Yes      No  
Name/Address of high school:      Graduation Year:

## SECTION B – PARENT, LEGAL GUARDIAN OR INDIVIDUAL ACTING *IN LOCO PARENTIS* OR SPOUSE INFORMATION

An applicant may claim entitlement based upon the domicile of a parent, spouse, legal guardian or individual acting *in loco parentis*. The applicant's parent, legal guardian or individual acting *in loco parentis*, or spouse providing financial support or claiming the applicant as a dependent should complete this Section.

If the applicant's parents are divorced or separated, the applicant may claim eligibility through the parent with whom they live in Virginia or the parent who provides substantial financial support or the parent who claims the applicant as a tax dependent.

If the applicant is financially independent, an emancipated minor, enrolled in a graduate school or program or applying based upon graduation from high school in Virginia, this Section should not be completed.

1. Full Legal Name:  
Relationship to applicant:
3. Are you a:      U.S. citizen      B, F, H3, J, M VISA      Other
4. Primary telephone number:
5. Email address:
6. Will you have provided over half of the applicant's financial support for the year prior to the term for which the applicant claims entitlement?      Yes      No
7. Did you have claim the applicant as a dependent on your federal and Virginia income tax returns for the tax year prior to the term for which the applicant claims entitlement?      Yes      No  
If you answered "no" to both questions 6 and 7 above, explain your response(s) at the end of the application.

## SECTION C

The applicant's parent, legal guardian or individual acting *in loco parentis*, or spouse should complete Section C if they completed Section B above. Otherwise, the applicant should complete Section C.

1. How long have you lived in Virginia:      years      months
2. Where have you lived (in the sense of physical presence) in the last two years?  
Current (mm/yy-mm/yy):      Street:      City:      State:      Zip:  
Previous (mm/yy-mm/yy):      Street:      City:      State:      Zip:

3. If you have not lived in Virginia within the last two years, have you ever lived in Virginia? Yes No  
 from: to:
4. Where have you been employed for the year prior to the term for which the applicant claims entitlement  
 Current (mm/yy-mm/yy): Street: City: State: Zip:  
 Previous (mm/yy-mm/yy): Street: City: State: Zip:
5. Will you have filed a tax return or paid income taxes to any state other than Virginia during the past year? Yes No  
 If yes, explain:
6. For one year immediately prior to the term for which entitlement is sought, will you have:  
 a. filed a resident tax return or paid resident taxes to Virginia on all earned income? Yes No  
 If no, explain:  
 b. been a registered voter in Virginia? Month/Year registered: Yes No  
 If no, are you a registered voter in any state? Yes No  
 c. held a valid Virginia driver's license? Month/Year issued: Yes No  
 If no, are you licensed to drive in any state? Indicate state: Yes No
7. Do you own or operate a motor vehicle? Yes No  
 If yes, has it been registered in Virginia during all of the past year? Month/Year registered: Yes No  
 If no, where has it been registered: Yes No

**ANSWER QUESTION 8 ONLY IF YOU OR YOUR PARENT LIVE OUTSIDE VIRGINIA AND EMPLOYED FULL-TIME IN VIRGINIA.**

8. Do you or your parent commute from a residence outside Virginia to work full-time in Virginia and pay Virginia non-resident income tax on all taxable income earned in Virginia? Yes No  
 If yes, provide a letter verifying Virginia employment, including dates of employment, location of employment, salary, and provide a copy of most recent non-resident Virginia income tax return. Date sent:

**ANSWER QUESTION 9 ONLY IF YOU, YOUR PARENT, SPOUSE OR LEGAL GUARDIAN IS CURRENTLY IN THE MILITARY, RETIRED OR A VETERAN.**

9. Name of Military member, retiree or veteran: Relationship to Applicant:  
 a. Are resident Virginia income taxes being paid on all military income? If yes, as of month/year: Yes No  
 Provide a copy of a Leave and Earnings Statement. Date sent:  
 b. Where were you, your parent, legal guardian, or spouse stationed on that date:  
 c. Are you, your parent, legal guardian, or spouse stationed to a permanent duty station in Virginia, Washington, D.C., or any state contiguous to Virginia? Yes No  
 Provide a current copy of military orders. Date sent:  
 d. Are you, your parent, legal guardian, or spouse currently residing in Virginia? Yes No  
 If yes to both 9 (c) and (d), provide a copy of your current military orders reflecting Virginia assignment.  
 e. Are you, your parent, legal guardian, or spouse retired or separated from military and living in Virginia? Yes No  
 If yes, provide military form DD214.  
 f. Are you or your parent, legal guardian or spouse not currently living in Virginia but previously paid Virginia income tax on military earning for a ten year period? Yes No

PLEASE USE THE SPACE BELOW TO EXPLAIN ANY OF YOUR RESPONSES:

By signing and submitting this form you, your parent, legal guardian, individual acting *in loco parentis*, or spouse are affirming that all the information provided is correct complete and true.

Enrolled students and applicants intending to enroll at the University of Virginia are subject to the Honor Code.

Applicant signature:

Date:

Parent, legal guardian or individual acting *in loco parentis* or spouse signature:

Date: