Residency Reclassification Application – Student Checklist
University of Delaware Registrar’s Office

Applicant/Student Name: _____________________________________ UDID Number: ___________________

Enrolled as (circle one):        Undergraduate student           Graduate student           CEND student

First term at UD:  _________________________       Applying as:     Independent □    Dependent □

Seeking reclassification for (circle one):   Fall    Winter    Spring    Summer       Year:__________________

1. Required documentation for all applicants:
   □    Residency reclassification application – all appropriate parts completed
   □    Most recently filed Delaware resident income tax return for the person on whom the classification
        depends (parent if dependent/student if independent)
   □    Most recently filed federal income tax return for the person on whom the classification depends
        (parent if dependent/student if independent)
   □    Proof of ownership or leasehold interest in a bona fide permanent home in Delaware that is occupied as
        the primary residence of the applicant.

2. Required documentation for student applying as independent:
   □    Detailed monthly budget showing all income and expenses (including tuition and other associated fees)
   □    Consecutive monthly utility bills in applicant’s name (past 12 months)
   □    Personal bank statements (all accounts, all pages, for the past 12 months)
   □    Pay stubs (last paystub for each employer for the past 12 months)

3. Additional documentation that may be submitted in support of application:
   □    Copy of Delaware vehicle registration for all owned and/or leased vehicles
   □    Copy of Delaware driver’s license
   □    Copy of Delaware voter registration card for the past 12 months or, for petitioners who are not U.S.
        citizens, a copy of a visa permanent resident card or other immigration documents.
   □    Evidence the applicant uses his/her Delaware address as the sole address of record for all purposes –
        e.g., health and auto insurance records, bank accounts, tax records, loan and scholarship records, school
        records, military records, etc. – for past 12 consecutive months.

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For Office Use:
Date Application/Materials Submitted: ___________________________  Staff: __________________________

Last updated 3/25/19