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:__________________

**Application Due Date:** First day of classes for the term in which the reclassification is sought.

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.

For Office Use:

Date Application/Materials Submitted: ___________________________  Staff: __________________________

Last updated 10/9/19