

UCF-2.020 Residency Status for Tuition Purposes

(1) Purpose. This regulation establishes a uniform procedure for determining the residency status of students for tuition purposes in accordance with Federal laws, Florida Statutes section 1009.21, and Florida Board of Governors Regulation 7.005.

(2) Residency Declaration and Documentation. Each admitted student seeking classification as a Florida resident for tuition purposes, or, if the student is a dependent, the student's claimant (the student's parent, legal guardian, or other eligible claimant) must submit a residency declaration accompanied by clear and convincing documentation. The burden of clear and convincing documentation rests with the student or, if student is a dependent, the student's claimant. Such documentation must be credible, precise, and compelling, sufficient to establish legal residency in the State of Florida. The student or, if the student is a dependent, the student's claimant, must demonstrate legal residence in Florida for a minimum of twelve (12) consecutive months immediately preceding the academic term for which residency classification is sought. The intent of residency must not be solely for educational purposes, except as otherwise provided by section 1009.21, Florida Statutes.

(3) Additional Documentation. The university reserves the right to request supplementary documentation as defined in section 1009.21, Florida Statutes, and BOG Regulation 7.005, to support initial classification or reclassification of residency status. The university may also require documentation to verify citizenship status in accordance with section 1009.21(2)(d), Florida Statutes.

(4) Submission Deadlines. Deadlines for submission of all documentation pertaining to residency determination are published each academic term on the university's website. Students are responsible for reviewing these deadlines. No exceptions will be granted; failure to meet the deadline will result in delayed effectiveness of residency status changes, if any, to the subsequent term.

(5) Notice of Penalties. All students, or their parents or legal guardians if applicable, are required to review and acknowledge the written notice outlining penalties for intentional fraud or misrepresentation of residency status.

(6) Appeals Process. In accordance with Florida Statutes section 1009.21 and Board of Governors Regulation 7.005, UCF has a Florida Residency Appeal Process. This process allows students to appeal their out-of-state tuition decisions. The procedures for initiating an appeal can be found on the university's website. The University Residency Appeals Committee reviews appeals monthly and may request additional information to make a determination. Missing documentation will delay the review and could result in denial. Applicants will be notified online of the decision following the final review. The Committee's decision on behalf of the institution is final and is not subject to any further appeals. Additional information regarding classification, reclassification, and the appeals process of Florida residency for tuition purposes may be found at: for undergraduate students, the Registrar's website; for graduate students, the College of Graduate Studies Admissions website; and for medical students, the College of Medicine Admissions website.