



## Florida Residency for Tuition Purposes Appeal Form

**Prior to completing this appeal form, please read the steps below and the guidelines on the reverse side.**

Name:

Student Number:

Address:

City:

State:

Zip Code:

Home Phone Number:

Cellular Phone:

E-mail address:

**Please state the reasons for the appeal below; be specific. Also, identify the type and date of issuance for each document submitted as proof of Florida residency for tuition purposes. Attach additional pages if necessary.**

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

**Director Of Admissions and  
Registration Comments:**

**New:      Reclassification:      Florida Residency Affidavit attached:      Term:**

\_\_\_\_\_  
Director Of Admissions and Registration Signature

\_\_\_\_\_  
Date

---

### **For College-wide Appeal Committee Use Only**

**Comment(s):**

**Approved:    Yes      No**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name/Title of Approver

**Date approved** \_\_\_\_\_

**Student notified date:** \_\_\_\_\_



## **GUIDELINES FOR APPEAL OF FLORIDA RESIDENCY CLASSIFICATION FOR TUITION PURPOSES**

1. Appeals must be submitted no later than the end of the current term.
2. The student shall exhaust all appeals at the campus level prior to submitting a request to the college-wide appeal committee. The student must submit the appeal to the campus Admissions and Registration office and meet with the director or designee prior to requesting an appeal from the college-wide committee.
3. The student must complete the College-wide Appeal for Florida Residency Classification for Tuition Purposes Form and state the reason(s) for appealing the campus' decision. The explanation should address any information that was not previously submitted or considered by the campus.
4. A copy of all new and previously submitted documents supporting the Florida residency claim must be attached to the form.
5. The form must be signed by the student and submitted with required documents to the Campus Admissions and Registration office.
6. The Campus director or designee will review the request to explore all the possibilities to assist the student.
7. The Campus Admissions and Registration director or designee must initiate the process, sign the appeal form and forward it to the college-wide committee with all attached documents and any necessary comments.
8. At its regularly scheduled meetings, the college-wide committee will review the appeals submitted. The committee may request additional information from the student or the campus in order to make its decision.
9. Upon review, the college-wide committee will inform the student of its decision in writing.
10. The college-wide committee's decision is final and may not be appealed.