

UtahStateUniversity®

ADMISSIONS

USU COVID-19 Residency Procedures

The Utah State University Residency Office has established the following requirements and procedures for Fall 2020 Residency Applicants. This applies to individuals who began establishing Utah residency for tuition purposes in 2019 with the intention of applying for residency for the Fall 2020 semester at USU. Fall 2020 students who plan to apply for residency for Fall 2021, please skip to the section titled Fall 2021 USU Residency Applicants.

- ❖ **Fall 2020 USU Residency applications** can be submitted for early approval if the following criteria has been met:
 - Be a U.S. citizen or have permanent resident, asylum, or refugee status in the U.S.
 - Have a Utah driver's license, vehicle registration and voter registration
 - Verification of financial independence showing that you are not claimed as a tax dependent on the 2019 federal tax return (Form 1040) of any person who is a not a resident of Utah
 - Proof of physical presence in Utah for September 1, 2019- March 12, 2020. Cannot be out of the state of Utah for more than a total of 30 days during this period

Examples of acceptable documents for physical presence include:

- An academic transcript verifying you were enrolled in on-campus classes at a Utah college or university.
 - Copies of pay stubs, one per month, or a letter from a Utah employer (letter must be on company letterhead, dated, include dates of employment and be signed by someone authorized to verify your employment)
 - Copies of bank statements, one per month, showing transactions in Utah at least twice a week
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- ❖ Fall 2020 USU Residency applicants who do not meet the criteria above, should submit their residency application between July 1, 2020 and August 1, 2020 if the following criteria is met by August 1, 2020:
 - Be a U.S. citizen or have permanent resident, asylum, or refugee status in the U.S.
 - Obtain a Utah driver's license, vehicle registration and voter registration as soon as possible given closures resulting from COVID-19
 - Verification of financial independence showing that you are not claimed as a tax dependent on the 2019 federal tax return (Form 1040) of any person who is a not a resident of Utah
 - Proof of physical presence in Utah for September 1, 2019- March 12, 2020. Cannot be out of the state of Utah for more than a total of 30 days during this period

Examples of Acceptable documents for physical presence include:

- An academic transcript verifying you were enrolled in on-campus classes at a Utah college or university.

- Copies of pay stubs, one per month, or a letter from a Utah employer (letter must be on company letterhead, dated, include dates of employment and be signed by someone authorized to verify your employment)
- Copies of bank statements, one per month, showing transactions in Utah at least twice a week
- A document to prove the individual's intent to be physically present in Utah from May 2020 - August 2020 but inability to be in Utah due to COVID-19. Such as a cancelled housing agreement, proof of work furlough/layoff, enrollment in a USU summer online course due to COVID-19
- **IMPORTANT:** If any of these requirements are not met by August 1, 2020, applications can still be submitted by August 1, 2020. These applications will be approved on a conditional basis with the expectation that proof of any of the missing requirements is submitted by September 21, 2020, the final residency deadline. Students who fail to submit the remaining documentation by September 21, 2020 will have their residency status relinquished and will be responsible for Non-Resident tuition for Fall 2020.

❖ **Spring 2021 USU Residency Applicants**

- Be a U.S. citizen or have permanent resident, asylum, or refugee status in the U.S.
- Have a Utah driver's license, vehicle registration and voter registration by October 1, 2020
- Verification of financial independence showing that you are not claimed as a tax dependent on the most recent federal tax return (Form 1040) of any person who is a not a resident of Utah
- Proof of physical presence in Utah for the most recent 12 continuous months. Cannot be out of the state of Utah for more than a total of 30 days during this 12 month period.
An exception will be made for time spent out of state from March 13, 2020 - August 31, 2020 and November 21, 2020 - December 31, 2020 due to COVID-19. Days spent out of state during these time periods will not count towards the 30 day out of state allowance.

Examples of acceptable documents for physical presence include:

- An academic transcript verifying you were enrolled in on-campus classes at a Utah college or university.
- Copies of pay stubs, one per month, or a letter from a Utah employer (letter must be on company letterhead, dated, include from and to dates of employment and be signed by someone authorized to verify your employment)
- Copies of bank statements, one per month, showing transactions in Utah at least twice a week
- A document to prove the individual's intent to be physically present in Utah from May 2020 - August 2020 but inability to be in Utah due to COVID-19. Such as a cancelled housing agreement, proof of work furlough/layoff, enrollment in a USU summer online course due to COVID-19

- ❖ **Fall 2021 USU Residency Applicants** should establish residency requirements listed below and use September 1, 2020 to August 31, 2021 for the 12 months.
The residency office will make necessary adjustments to any requirements impacted by COVID-19 in accordance with Utah State Law.

- Be a U.S. citizen or have permanent resident, asylum, or refugee status in the U.S.
- Have a Utah driver's license, vehicle registration and voter registration by May 1, 2021.
Students are highly encouraged to obtain these by November 1, 2020.
- Verification of financial independence showing that you are not claimed as a tax dependent on the 2020 federal tax return (Form 1040) of any person who is not a resident of Utah
- Proof of physical presence in Utah for the most recent 12 continuous months. Cannot be out of the state of Utah for more than a total of 30 days during this 12 month period.
An exception will be made for time spent out of state from November 21, 2020 - December 31, 2020 due to COVID-19. Days spent out of state during this time period will not count towards the 30 day out of state allowance.

Examples of acceptable documents for physical presence include:

- An academic transcript verifying you were enrolled in on-campus classes at a Utah college or university.
 - Copies of pay stubs, one per month, or a letter from a Utah employer (letter must be on company letterhead, dated, include from and to dates of employment and be signed by someone authorized to verify your employment)
 - Copies of bank statements, one per month, showing transactions in Utah at least twice a week
- **IMPORTANT:** In the event that a student *cannot* complete their 12 months during the summer of 2021 due to a scheduled event, students may enroll in a USU Summer class, in summer 2020 online, to begin counting their time towards their 12 months. Students are encouraged to contact residency@usu.edu for questions on their specific situation to use the summer 2020 course(s) towards their 12 month timeline.