All students must submit this original hard copy completed petition via USPS Priority, FedEx, or UPS by the deadline to:  
Student Service Center  
Student and Academic Services Building, Room 103  
1100 S. Beaver Street, #4050  
Flagstaff, AZ 86011-4050  
Phone: (928) 523-6464

General Information  
This affidavit is designated specifically for students or spouses of students who have transferred employment to Arizona and meet the following:  
- Student/spouse is domiciled in Arizona less than 12 months  
- Student/spouse is employed full-time  
- Student/spouse, if employed in family-owned business, business must have been in existence in Arizona prior to the employee transfer to Arizona

Regulations  
- A student must establish residency in Arizona before they are entitled to pay resident tuition rates.  
- Residency classification for tuition purposes is determined by the university in accordance with the Arizona Legislature (ARS15-1801 to 1807) and Board of Regents Policy (ABOR 4.201 to 208).  
- Regulations for residency apply to all public universities in the State of Arizona. Tuition classification as a resident at an Arizona community college does not mean that a student will be classified as a resident when transferring to a state-funded Arizona university.  
- All requirements for residency as outlined in this waiver, petition, or affidavit must be met to receive residency status for tuition purposes.  
- All non-resident tuition and fees are due within stated policy and deadlines until residency status is approved.

Deadlines  
Failure to file a complete a waiver, petition, or affidavit within the deadlines stated at http://nau.edu/ssc/arizona-residency/ is considered a waiver of the right to file for the current term, and is not the basis for appeal. Students may only submit petitions or affidavits for residency and appeal any decisions once during a term.  
- Normal processing time for completed petitions is fifteen (15) business days. If additional information is needed, the process may be delayed.  
- No extensions of payment deadlines are granted on the basis of unresolved residency status. A refund of fees will be issued, if necessary, upon approval of resident status.  
- The burden of proof rests with the student. Evidence must be submitted to support all responses given in this waiver, petition, or affidavit.  
- Students with a denied waiver, petition, or affidavit may appeal the decision to the Residency Appeals Committee within stated deadlines at http://nau.edu/ssc/arizona-residency/. Appeals received after the deadline will not be accepted.
## Instructions
Respond to all questions and statements and provide copies of all documentation requested. Failure to do so will delay processing of this petition and may be interpreted as evidence of non-residency. Submit hard copies of this waiver, petition, or affidavit and supporting documents to the Student Service Center.

### REQUIRED DOCUMENTATION
Per ABOR policy, it is the responsibility of the student to provide objective evidence that shows compliance with current residency requirements. All documentation is subject to the classification officer’s or review committee’s decision as to the weight given, and such officer or committee is the sole judge of the authenticity or truthfulness of any material or statements submitted as supportive evidence. Providing all documentation expedites the review process, but does not guarantee approval. Please check the appropriate box for: provided, not provided or not applicable for all items.

<table>
<thead>
<tr>
<th>Evidence that student (and spouse, if married) established domicile in Arizona</th>
<th>PROVIDED</th>
<th>NOT PROVIDED</th>
<th>NOT APPLICABLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Arizona driver's license OR learner’s permit OR ID card for student (and spouse, if married)</td>
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<td>- Current lease agreement or warranty deed for transferred employee</td>
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<td>- Permanent Resident Card OR eligible visa for student (and spouse, if married)</td>
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<tr>
<th>Evidence that student (or spouse) was transferred to Arizona by employer for employment purposes</th>
<th>PROVIDED</th>
<th>NOT PROVIDED</th>
<th>NOT APPLICABLE</th>
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<tr>
<td>- Documentation from employer confirming effective date of transfer to Arizona</td>
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<td>- Documentation confirming moving expenses paid for by employer</td>
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<td>- Government issued Marriage Certificate (if married &amp; spouse is transferred employee)</td>
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### Missing documentation Explanation
If you are not submitting the required documents, please indicate in the space below why the documents are not being provided. Attach a separate page if additional space is needed.

### Additional Information
Please use the space below to provide any additional information you would like to include in support of your petition. Attach a separate page if additional space is needed.
RESIDENCY RE-CLASSIFICATION
ARIZONA EMPLOYEE TRANSFER
DOMICILE AFFIDAVIT

Student/Applicant Information
As an applicant, are you the transferred employee? Yes / No
Or the spouse of the transferred employee? Yes / No

NAU ID # Undergraduate Graduate
 Fall Spring Year

Full Legal Name E-mail Address Phone

Complete Mailing Address
Street City State Zip

Date of Birth Place of Birth

Are you a US Citizen? If No, do you have a current visa? If Yes, what type of visa?

☐ Yes ☐ Yes ☐ Yes
☐ No ☐ No ☐ No

Domicile Information

Transferred Individual’s Name: Employee ID:

Current Address: City State Zip

Phone: (___) Date of Present Stay in Arizona Began:

Transferring Employee’s Employment History for the past two years (list current employer first)

<table>
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<tr>
<th>Employer</th>
<th>Place of employment</th>
<th>From/To (dates)</th>
<th>Phone number</th>
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Student/Applicant Certification

I/We certify that all statements, information, and evidence presented are true and complete. I/We understand that if I am found to have made a false or misleading statement concerning domicile or tuition status, the student will be subject to dismissal from the university and be held responsible for the payment of any tuition amounts that would have been charged but for the false or misleading statement (ABOR 4-208.B). I/We hereby grant permission for NAU representatives to verify any supporting evidence submitted with this waiver, petition or affidavit.

Signature (sign in the presence of Notary Public) ________________________________
   Applicant signature

Signature of Spouse (if married) ________________________________

Subscribed and sworn before me on this _____ day of ________________, 20____.

State of ___________________________ County of ___________________________

Notary Name (print) ________________________________ (Notary Seal)

Notary Signature ________________________________ my commission expires: _________