



The University of the District of Columbia
David A. Clarke School of Law
Learning Law in the Spirit of Public Interest

Office of Admission
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Declaration of Residency

If you are a bona fide resident of the District of Columbia, you are entitled to preferential tuition under Title 38, Section 1205.10 of the D.C. Code. You must complete this form if you wish to be considered a District of Columbia resident for tuition purposes. If this form is not returned, you will be classified as a non-District resident.

Applicant's Name

Applicant's Social Security Number

Date of Birth (mm/dd/yyyy)

IMPORTANT NOTE FOR SECTIONS I AND II:

If your income, your parents' income or your spouse's income was insufficient to warrant filing a tax return, submit a notarized affidavit attesting to the fact that no tax return was filed. A notice or affidavit of late filing to the U.S. Internal Revenue Service will not suffice. Also, if your name, your parents' name(s) or your spouse's name does not appear on the lease or mortgage agreement, you must submit a statement notarized by your landlord attesting to the date you, your parent(s) or your spouse moved into the dwelling and length of stay.

SECTION I – PRESUMPTIVE BONA FIDE RESIDENT OF THE DISTRICT OF COLUMBIA

Please read section II if you do not qualify for District residency under section I.

(Check one category only)

You shall be presumed to be a bona fide resident of the District of Columbia if, for the year immediately prior to the date of this application:

- you have been domiciled in the District of Columbia and paid District income taxes. **Please attach** (i) a list of addresses at which you have resided for the year prior to the date of this application along with a copy of the lease or mortgage for each address; **and** (ii) photocopies of your District of Columbia tax return and withholding statement(s) or W-2(s) for the year prior to the date of this application; or
- you have been domiciled in District of Columbia and received public assistance from a District agency. **Please attach** (i) a list of addresses at which you have resided for the year prior to the date of this application along with a copy of the lease or mortgage for each address; and (ii) proof that you received public assistance from a District agency; or
- a parent domiciled in the District of Columbia claimed you as a dependent on his/her District resident tax return. **Please attach** (i) a list of addresses at which your parent resided for the year prior to the date of this application along with a copy of the lease or mortgage for each address; and (ii) a copy of your parents' tax return and withholding statement(s) for the year prior to the application; or
- a spouse domiciled in the District of Columbia claimed you as a dependent on his/her District resident tax return. **Please attach** (i) a list of addresses at which your spouse resided for the year prior to the date of this application along with a copy of the lease or mortgage for each address; and (ii) a copy of your spouse's tax return and withholding statement(s) for the year prior to the application.

SECTION II – ESTABLISHING DISTRICT OF COLUMBIA RESIDENCY BY A PREPONDERANCE OF THE EVIDENCE

If you do not meet the criteria in Section I, you may still be able to establish District of Columbia residency if a preponderance of the evidence demonstrates that (1) you were a bona fide resident of the District for one year prior to your request for preferential tuition and (2) you remain a bona fide resident of the District. To qualify for District resident status under Section II, provide as many as of the following types of documents as possible. No single factor or combination of factors is decisive.

- a) a list of addresses at which you have resided for the year prior to the date of this application along with a copy of the lease or mortgage for each address *(Required)*
- b) a copy of your driver's license or non-driver identification card
- c) a copy of your motor vehicle registration card
- d) a copy of your voter registration card
- e) a copy of your notice of jury service
- f) a list of addresses you used over the past three years for the purpose of filing your federal income tax returns, if any
- g) copies of your utility bills or other bills indicating District residency **over the one-year period prior to this application**
- h) any other appropriate evidence.

You will be notified by mail of the residency determination. If your application for residency is approved, you will be charged preferential tuition for that academic year only. You must re-apply each year.

Falsification of evidence of residency or withholding of requested information that contradicts your claim of residency is a serious matter. A false claim of residency may be grounds for expulsion from the School of Law and may adversely affect your qualification for admission to the Bar.

****I certify under penalty of disciplinary action that the information I have provided is true****

Signature

Date