

Establishing In-State Residency

As part of your Graduate Research Assistantship (GRA), domestic students are required to establish in-state residency. Please be informed that you will be responsible for the difference between in-state and out-of-state tuition for the second and succeeding years if you fail to submit this petition. International student cannot establish in-state residency and students in the military are exempt from out-of-state tuition.

Full details on Colorado residency can be found [here](#), the University residency classification website.

To be eligible for in-state tuition during your second year of graduate school, you will need to prove that you were physically in Colorado before the first day of classes for your first semester at CSU. To accomplish this, it is very important that you obtain or complete the following before the first day of classes.

1. First month's rent receipt showing you resided in Colorado before the first day of classes (or a copy of lease agreement, etc.).
2. Change your car registration, insurance policy, complete a VIN inspection, and an emissions test.
 - a. Effective November 1, 2010, Larimer county residents will be required to obtain a certificate of emissions control for all vehicles within a **designated areas** of Larimer County (this includes Fort Collins). Click [here](#) for more information.
3. Change your voter registration.
4. Get a Colorado driver's license showing your Colorado address. **You must bring a birth certificate or passport with you.**

It is also important that you:

1. File Colorado income tax (you will need your State and Federal Tax returns for the past two years - copies of telefile and online-filed taxes are not acceptable) and mark on the form that you are a part-year resident.
2. Print first and last months. pay stubs (can access through **AAR**).
3. Be sure that you are not claimed as a dependent on your parents' tax form.

You will need to provide copies of the above items when you submit your petition. Near the end of your first year's residence you can petition for in-state status.

It is the student's responsibility to obtain the petition from the Tuition Classification Officer. These petitions are not kept in the department office.

Deadlines and the petition are available [here](#).

Steps in the Petitioning Process

1. Attend a residency orientation to obtain detailed information regarding Colorado residency requirements, the petitioning process, petitioning deadlines, and to obtain a "Petition for In-State Tuition Classification". If you are unable to attend a residency orientation, contact Student Financial Services.
2. Complete the "Petition for In-State Tuition Classification" and attach all required documentation. The burden of proof to provide clear and convincing evidence of eligibility for Colorado residency is on the petitioner.
3. We recommend you submit your completed petition by the Priority Deadline to Submit Petition. See the dates below or the original **here** at the bottom of the page.
Petitions must be submitted no later than the deadline date.
4. **Deadlines and petition** (<https://financialaid.colostate.edu/petition-process-and-deadlines/>)
5. Turn in or mail petitions to:

Student Financial Services
Centennial Hall
Colorado State University
Fort Collins, CO 80523
6. Mailed petitions must be postmarked by the deadline date.
7. Petitions may also be faxed to: 970-491-5010
8. Completed petitions that include all required documentation will be reviewed within 4-6 weeks.
9. You will receive your decision by mail.
10. To avoid late payment charges, continue to pay the amount due on your University student account by the due dates. If you are determined to be a Colorado resident, your non-resident tuition/fees will be adjusted to the Colorado resident rate. You will be reimbursed if you paid more tuition/fees than are due as a resident.

Residency Orientations

Orientation Information and Location <https://financialaid.colostate.edu/residency-orientations/>

All qualified individuals who are interested in petitioning for Colorado residency should attend an orientation session.

- Detailed information regarding Colorado residency
- Petitioning process and deadlines
- Emancipation requirements
- The answers to your questions