



Application for the Waiver of Non-Resident Tuition and Fees for National Guard Personnel and Their Dependents

Complete appropriate sections and return this application to the Residency Section of the Office of the Registrar. Address and guidelines are on the reverse side.

Section I *To be completed by applicant*

Name of Student <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Mrs.	Student ID
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Email address

Address

Home phone ()	Other phone ()
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The Applicant is (check one):

Active Duty National Guard Personnel

The Dependent of Active Duty National Guard Personnel

I hereby apply for a waiver of the non-resident tuition and fees on the basis of the active duty national guard exemption for:

Fall Spring Summer Year _____

Signature	Date
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Section II *(To be completed for applicant by the Unit Personnel Officer)*

The following named individual is a member of the active National Guard forces of the United States stationed in or assigned to Georgia on full-time active duty. The period of assignment is reasonably expected to be as indicated below. (This period must include the first day of classes for the requested semester.)

Dates of service in Georgia: From: _____ To: _____

Authority (Order number, headquarters, and date) (Attach a copy)

Unit:

Name and Rank of Unit Personnel Officer

Phone number ()

Signature:	Date:
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Section III *(To be completed by military sponsor for dependent applicant)*

I certify that the individual applying for this waiver either (check one):

qualifies as my dependent child under the Internal Revenue Code of 1954, as amended during the tax year which includes the semester this waiver applies, and that I provide at least 50% of his/her financial support,

OR

is my spouse in a legally contracted marriage.

Signature	Date
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Section IV *(Items to be included with waiver form)*

1. Copy of orders of assignment to duty in Georgia
2. Copy of military I.D. card (both sides).

Guidelines for the Waiver of Non-Resident Tuition for Georgia National Guard Personnel and Their Dependents

This procedure applies to those National Guard personnel and dependents who do not qualify as resident students under the Board of Regents' regulations. For those who meet the in-state guidelines, a classification of resident status will be granted and a waiver will not be required.

Southern Polytechnic State University students who are active duty National Guard personnel and meet the requirements outlined below may enroll without being assessed the non-resident tuition and fees. Dependents may also be entitled to the waiver.

Eligible National Guard personnel and/or dependents may be issued a waiver of non-resident tuition and fees on a term-by-term basis. A completed waiver form must be submitted each semester. The requirements for eligibility for the waiver are as follows:

- National Guard personnel, their spouses, and their dependent children stationed in or assigned to Georgia and on active duty.
- Dependent children must qualify under the Internal Revenue Code of 1954.

It should be understood that this waiver ends when the military personnel leave National Guard service. It should also be noted that mere physical presence in Georgia does not necessarily constitute grounds for a claim to Georgia resident status. One would be required to document that he/she has been a legal resident of Georgia, under the regulations of the Board of Regents, for the twelve months prior to the term for which he/she wishes to register. This would include paying Georgia Income Taxes on all taxable income for 12 months. Dependents would need to show that both they and their sponsor have been legal residents for the past 12 months.

If one does not meet the Board of Regents' requirements for Georgia resident status, then he/she will be required to pay the non-resident tuition and fees until they establish residency for tuition purposes in Georgia and have maintained such residency for 12 consecutive months. Please note that there are other waivers which may pertain to individual situations. The waivers may be found on the Board of Regents' web site: www.usg.edu (Section 700 of the Policy Manual).

I have read, understand and agree to the terms listed above:

Signature of applicant

Signature of military sponsor

Please bring the documents to:

Room B 130 in the Administration Building

OR

Mail the documents to:

The Residency Section of
The Office of the Registrar
Southern Polytechnic State University
1100 South Marietta Parkway
Marietta, Georgia 30060-2896