

APPLICATION PROCESS for In-State Classification

Classification for Fee-Paying Purposes

The primary factors in determining in-state classification for fee-paying purposes are (1) intent and (2) domicile. Your application will be reviewed to determine two things: we need to know why you moved to Tennessee (intent) and whether or not you have established a permanent residence in Tennessee (domicile). Your application must pass both the intent and the domicile review in order for you to be classified in-state. *The Tennessee Eligibility Verification for Entitlement Act requires an applicant for in-state classification to be a citizen of the United States or an alien lawfully present.

Frequently Asked Questions about Classification

- 1. What do you need to know about my intent, and why is it important?**

MTSU Board of Trustees policy states that a person cannot qualify for in-state fees if he or she came to Tennessee for the primary purpose of attending college. For example, if you moved to Tennessee and immediately enrolled at MTSU, another university, college, or community college as a full-time student, you are presumed to have moved to Tennessee for the primary purpose of attending college and you will not be eligible for in-state fees. The presumption is that a student cannot acquire domicile in this state while enrolled as a full-time student.
- 2. How can I qualify to pay in-state fees at Middle Tennessee State University?**

In general, you must be able to prove that you live in the state of Tennessee year-round and intend to make it your home for the foreseeable future, regardless of your academic status. You must be able to prove both your intent and domicile by completing our Undergraduate Application for In-State Classification for Fee-Paying Purposes and by providing the appropriate documentation. Our trained in-state classification officers will review your application and render a decision based on the information you have provided.
- 3. What if I am an international student?**

First, you must establish intent to live permanently in the state of Tennessee. In other words, you must prove that you did not come to Tennessee for the primary purpose of attending college. Therefore, students in the United States on temporary visas, including F-1 and H-3 visas, will not be able to meet the standard of proving Tennessee domicile since they are not legally permitted to make the United States, or Tennessee, their permanent home. Undocumented aliens cannot establish domicile in Tennessee regardless of their length of stay in the state.
- 4. What if none of the above applies to me?**

You may want to consider our full-time/part-time program to reduce your tuition costs. Students who work a full-time job (or a combination of part-time jobs totaling 32 hours or more a week) and are registered for 11 credit hours or less a semester qualify for this two-semester tuition-reduction program. After completing the application and submitting signed letters from each employer on letterhead documenting start date, hours worked per week, and the likelihood the job will continue throughout the semester, students enrolled in this program will receive in-state rates for at least two consecutive semesters. At the end of the two semesters, the student is then eligible to apply for permanent in-state classification. The same rules and regulations apply to students who have completed the full-time/part-time program as for in-state classification.
- 5. What if I was classified as an in-state student at another institution in Tennessee?**

If you are classified as an in-state student at another institution in Tennessee, you will be required to submit documentation of how you obtained in-state classification at the other institution. This does not guarantee you will be granted in-state classification at Middle Tennessee State University.
- 6. What if I don't qualify for in-state classification?**

There are additional tuition alternatives, to those that qualify:

 - Academic Common Market (ACM) provides in-state tuition to residents from participating states

that plan to pursue eligible degree programs.
Visit mtsu.edu/acm for more information

- The Regional Scholars Program (R250) allows select non-Tennessee residents within a 250-mile radius of MTSU to receive a reduced tuition rate. Visit mtsu.edu/regionalscholars for more information

- The part-time/full-time program allows students to receive an out-of-state tuition waiver by working full-time (at least 32 hours per week) and enrolling part-time (11 credit hours or less) for two consecutive semesters. For more information, visit mtsu.edu/residency.

**MTSU Board of Trustees Regulations for Classifying Students In-State and Out-of-State
Paying College or University Fees and Tuition and for Admission
Policy No. 3:05:01:00**
