Required Residency Documentation & Deadlines for all Current or Returning Students

The information provided in your Residency Questionnaire must be verified. Please submit copies of all of the following documents along with your Residency Questionnaire:

- **Montana driver’s license or identification card**, showing initial (earliest) date obtained.
- **Montana voter registration**: copy of your voter registration card or a letter obtained from the Voter Registration / County Election Office, which is located at 311 W Main St, Room 210 Bozeman MT in the old Court House.
- **Bank account**: voided check or deposit slip from your personal check book or a copy of your bank statement. This has to have your Montana address listed on it.
- Your most recent pay stub(s) for the current year from all jobs held, showing your year-to-date earnings
- **2016 Resident Montana state Income Tax filing** (a copy of your full resident MT tax return is sufficient).
- **Financial aid award letter** (if applicable) showing what you were awarded and what you accepted (this link is located at the bottom of the award page) for the Fall 2016 – Spring 2017 school year.
- **The Tax Exemption Affidavit** is necessary if the student is younger than 24 years of age or was claimed as an exemption on their parent’s most recent tax filing (all students under the age of 24 must submit this document). Parents complete with notarized signature. Both of your parents need to sign this form.

**When applicable also include:**

- **Montana vehicle registration**. (Any vehicle that you own or operate in Montana, even if your name is not on the title).
- **Graduate Students**: Please provide proof of your assistantship (contract or award letter). Fee waivers are considered grants and should be included as such on Number 8 of the Residency Questionnaire.
- **Employment Affidavit**: If you moved to Montana due to a job offer
- **Home Ownership**: if you own a home in Montana

Important Links:

Board of Regents’ Policy: [http://www.mus.edu/borpol/bor900/940-1.pdf](http://www.mus.edu/borpol/bor900/940-1.pdf)

Residency Questionnaire: [http://www.montana.edu/registrar/pdfs/Residency_Questionnaire.pdf](http://www.montana.edu/registrar/pdfs/Residency_Questionnaire.pdf)

Office of the Registrar homepage: [http://www.montana.edu/registrar/](http://www.montana.edu/registrar/)

**Deadlines:**

- **Summer 2017**: April 3 – April 28, 2017
  - May 1 – May 12: 2017 residency petitions are late; review may occur. A typed letter explaining why the petition is late is needed. Meanwhile, students must pay assessed fees.

- **Fall 2017**: June 12 – August 11, 2017
  - August 14 – August 25: 2017 residency petitions are late; review may occur. A typed letter explaining why the petition is late is needed. Meanwhile, students must pay assessed fees.

- **Spring 2018**: November 6, 2017 – January 1, 2017
  - January 2 – January 16: 2018 residency petitions are late; review may occur. A typed letter explaining why the petition is late is needed. Meanwhile, students must pay any assessed fees

Students are strongly encouraged to submit their residency questionnaire complete with all required documentation by the early review deadline. Petitions submitted after the above-mentioned dates are not eligible for review for that semester.

February 1, 2017