



# Office of Admissions and Records Request to Appeal Residency for Tuition Purposes

*All appeals are due the Friday before classes start to be considered for the current term. Any appeals submitted after this date will still be considered but only for the subsequent term.*

An individual whose Application for Residency is disapproved by the Office of Admissions and Records may appeal the decision in accordance with Title 4, Chapter 15 of the Board of Regents Handbook, "Regulations for determining residency and tuition charges." The appeal must be filed within thirty (30) days of the initial decision. If an appeal is not filed within this time frame the decision of the Office of Admissions and Records becomes final. The granting of resident (in-state) student status will apply only to the semester for which this appeal is accepted and approved along with future terms. No decision shall be retroactive.

The following is required for a complete appeal:

1. Completion of this form (this includes all relevant fields below as forms determined to be incomplete may be denied).
2. Any written statement consisting of a summary of relevant facts/circumstances in a complete and concise manner.

All appeals should be delivered to : Mayra Sierra-Ruiz  
 Residency Appeals Board  
 Office of Admissions and Records/Mail Stop 0120  
 Fitzgerald Student Services, 2nd Floor  
 (775) 682-8075  
 msierra-ruiz@unr.edu

**The decision of the appeals board is final.**

**Personal Information:**

Name \_\_\_\_\_ NSHE ID \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please give the date each item was accomplished for the minimal evidence required documenting your intention to become a legal, bona fide resident of Nevada:**

Date when present continuous physical residence in Nevada began \_\_\_\_\_

Date of first enrollment at UNR or other NSHE institution \_\_\_\_\_

Date when you registered to vote in Nevada \_\_\_\_\_

Date when you obtained a Nevada driver's license \_\_\_\_\_

Date when you filed your Federal Income Tax Return in Nevada \_\_\_\_\_

Date when you registered a vehicle in Nevada \_\_\_\_\_

**List any other evidence for Nevada residency you wish the board to consider:**

**For Office Use Only**       Approved      Evaluator \_\_\_\_\_      Date \_\_\_\_\_  
 Denied