### Military Exception

U.S. Military members (and their spouses or dependents) qualify for the military exception if:

A. They provide proof that the military member is currently stationed in Arizona, or  
B. They provide proof that the military member’s state of legal residence is Arizona and has been for at least 1 year, or  
C. They provide proof that the student has demonstrated objective evidence of intent to be a resident of Arizona and is using transferred post-911 G.I. Bill benefits during a time in which the member of the uniformed services is serving on active duty (Choice Act).

**Step One:** complete your electronic residency petition – start here: [asu.edu/go/residencypetition](asu.edu/go/residencypetition)  
**Step Two:** submit your supporting documentation *after* completing your petition.

<table>
<thead>
<tr>
<th>Step</th>
<th>Information</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Student’s Name:</strong></td>
<td>____________________________</td>
</tr>
<tr>
<td><strong>When did you complete your residency petition?</strong></td>
<td>____________________________</td>
</tr>
<tr>
<td><strong>Which exception from the above list is applicable to your situation?</strong></td>
<td>☐ A ☐ B ☐ C</td>
</tr>
</tbody>
</table>

#### Required Documents

<table>
<thead>
<tr>
<th>A. Active Duty; I am stationed in Arizona</th>
<th>Provided</th>
<th>Not Provided</th>
</tr>
</thead>
<tbody>
<tr>
<td>MILITARY MEMBER: Military member’s orders to Arizona OR Enlistment or Transfer documentation into the Arizona National Guard or Arizona Reserves</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>MILITARY MEMBER: Military member’s U.S. Military ID card</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>MILITARY MEMBER: Certification Document for Military Personnel (provided below)</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>Additional required documents if student is a military dependent</td>
<td></td>
<td></td>
</tr>
<tr>
<td>STUDENT: Dependent Military ID Card</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>STUDENT: Driver’s License, instructional permit, state ID or U.S. Passport</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>B. Active Duty; Arizona is my state of legal residence</th>
<th>Provided</th>
<th>Not Provided</th>
</tr>
</thead>
<tbody>
<tr>
<td>MILITARY MEMBER: Military member’s U.S. Military ID card</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>MILITARY MEMBER: Federal tax return for most recent tax year (Form 1040)</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>MILITARY MEMBER: Arizona state tax return for most recent tax year (Form 140)</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>MILITARY MEMBER: W2s from the last 2 tax years</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>MILITARY MEMBER: Most recent Leave and Earnings Statement (LES)</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>MILITARY MEMBER: DD Form 2058 showing change of legal residence, <em>if applicable</em></td>
<td>☐</td>
<td>☐</td>
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<thead>
<tr>
<th>C. Choice Act: I am a spouse/dependent with transferred benefits from a member on active duty</th>
<th>Provided</th>
<th>Not Provided</th>
</tr>
</thead>
<tbody>
<tr>
<td>STUDENT: Objective evidence of intent to be a resident of Arizona¹</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>STUDENT: Current Certificate of Eligibility (certifying transferred benefits at ASU)</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>

¹Objective evidence of intent to be a resident of Arizona includes at least one of the following:
1. Registration to vote in this state.
2. An Arizona driver license.
3. Arizona motor vehicle registration.
4. Employment history in Arizona.
5. Transfer of major banking services to Arizona.
6. Change of permanent address on all pertinent records.
7. Other materials of whatever kind or source relevant to domicile or residency status.

**Missing Documents** – *please provide an explanation for anything not provided – attach a separate page, if needed*

Submit your documentation and this form via residencydocs@asu.edu or in person at any University Registrar Services location.
What else do I need to know?

- The military exception applies only to active duty military members of the U.S. Armed Forces and the Arizona National Guard or Reserves (and their spouses or dependents, if applicable).
- Your state of legal residence is not necessarily your home of record and there are specific requirements are provided on form DD-2058 for individuals who wish to change their state of legal residence. Your state of legal residence is indicated on your Leave and Earnings Statement (LES).
- The Choice Act exception requires you to show demonstrated intent to be an Arizona resident. State law requires that you obtain an Arizona vehicle registration and driver license, immediately if any of the following apply:
  - You are registered to vote in Arizona.
  - You obtain a state license or pay school tuition fees at the same rate as an Arizona resident.
  - You place children in school without paying the tuition rate of a nonresident.
- All documentation is subject to review by the residency office and the evaluator will determine the weight given to each document. The Residency Office will be sole judge of the authenticity or truthfulness of any material or statements submitted and may do additional research regarding any supporting documents.
- Additional documentation may be requested by the residency office after an initial review of your petition by the Residency Office.
- The term “resident for tuition purposes” differs from other definitions of Arizona residency. For example, a person who is an Arizona resident for voting or tax purposes may not be a resident for tuition purposes.
- Students that are classified as residents are required to verify citizenship, lawful status or eligible visa types. Non-U.S. citizens must possess a visa type that does not prohibit them from establishing a permanent home in Arizona. Students on F-1/J-1 visas are not eligible for residency.

How do I contact you?

University Registrar Services
Residency Classification
PO Box 870312
Tempe, AZ 85287-0312
Phone: 480-965-7712

Student Services Bldg, Rm 140
Monday – Friday, 8:00 a.m. – 5:00 p.m.

Email questions to: residency@asu.edu
Email documents to: residencydocs@asu.edu
Military Exception: Certification Document

Certification Document for Military Personnel

- To be completed by military member claiming the exception.
- Effective date of assignment to Arizona base must be prior to the published residency petition deadline.
- Exception is application to military member, their spouse or their dependent.

Student’s Full Name: ___________________________________________ Student ID: __________________________

Directions:
- Section I: to be completed and signed by military member.
- Section II: to be completed and signed if ASU student is the military member’s spouse or dependent
- Section III: to be completed and signed by military member’s Commanding Officer, or designee

Section I: Certification of Eligibility

Military Member: ___________________________________________ Assigned stationed: ___________________________

Requesting in state status for: ☐ Self ☐ Spouse ☐ Dependent Effective date of assignment: ___________________________

Address: ___________________________________________ City, State, Zip: ___________________________

By signing below, you certify that you are a member of the Armed Forces of the United States presently stationed in Arizona and that you do not anticipate any changes to your military status or duty station prior to the first day of classes for the semester which this request is filed.

________________________________ __________________________
Signature Date

Section II: Certification of Dependent / Spouse Relationship

By signing below, you certify that the above named student is your military dependent and dependent for Federal Income Tax purposes.

________________________________ __________________________
Signature Date

Section III: Certification of Commanding Officer or Designee:

Commanding Officer/Designee: ___________________________ Rank/Title: ___________________________

Phone: ___________________________ Email address: ___________________________

By signing below, you certify that the above information concerning military status, duty station and relationship is, to the best of your knowledge and belief, true and correct.

________________________________ __________________________
Commanding Officer Signature Date

Certification document can be emailed to residencydocs@asu.edu or submitted to any University Registrar Services location.

Downtown Phoenix
University Center
411 N. Central, Suite 130
Phoenix, AZ 85004-2142

Tempe
Student Services Building
Suite 140
Tempe, AZ 85287

Polytechnic
Administration Building
5990 S. Sterling Mall
Mesa, AZ 85212

West
University Center Building
Suite 120
Phoenix, AZ 85069