



LAWRENCEVILLE | ALPHARETTA-NORTH FULTON

Residency and Verification of Lawful Presence

In accordance with Georgia HB 87 and Technical College System of Georgia policy, all applicants for admissions and re-admissions for Spring Semester 2012 and beyond, who seek to be classified as in-state or out-of-state for tuition purposes, are required to provide proof of lawful presence in the United States.

In-State/Georgia Resident

To be classified as an in-state Georgia resident, students must do the following:

- Students must be domiciled in Georgia for 12 months. (Have your permanent, present home in Georgia and intend to remain in the state indefinitely)
- Students must be a US Citizen.
- Any non-citizen student requesting to pay at the in-state tuition rate will be required to provide verification of their lawful presence in the United States in order to be classified as an in-state student or awarded an out-of-state tuition waiver.
- [TCSG procedure 6.2.2p](#): “Each college shall be responsible for the verification of the lawful presence in the United States of every successfully admitted student applying for Georgia resident tuition status as required by state and federal immigration laws.”

Proof of Lawful Presence in the United States

How can a student verify lawful presence?

- Unexpired Georgia and select out-of-state Drivers licenses and state ID cards can be accepted under certain conditions. **It must be a Real ID and not contain any of the verbiage in the chart below.** If the copy received has the top portion of the card cut off the document will not satisfy lawful presence.
- A current U.S. Passport.
- A clear copy of an original or certified U.S. Birth Certificate showing the student was born in the U.S. or a U.S. territory, a U.S. Certificate of Birth Abroad issued by the Department of State (DS-1350) or a Consular Report of Birth Abroad (FS-240). The copy must very clearly show the raised or written seal to be acceptable.
- Present a current military ID in person (service member only, not dependent). A photocopy is not acceptable. GTC staff will document required information using the Military ID Verification Form.
- A current, valid Permanent Resident Card (USCIS form I-151 or I-551). We require both the front & back sides of your Permanent Resident Card to be submitted. It must not expire before the first day of class of the term the student will start classes.
- A U.S. Certificate of Naturalization (USCIS form N-550 or N-570).
- A U.S. Certificate of Citizenship (USCIS form N-560 or N-561).

Driver's License and Photo ID Requirements by State

(Students who submit an out-of-state driver's license/ID will be required to submit a residency petition and submit additional documentation to be granted in-state classification.)

State	DL/ID Requirements for Acceptance
Alabama	Must NOT be marked "FN"
Alaska	Must NOT be marked "Limited Term"
California	Must NOT be marked "Limited Term." Instruction Permits, Commercial Learner's Permits, and temporary licenses cannot be accepted.
Delaware	Must NOT be marked "Limited Term" or "Temporary"
Florida	Must NOT be marked "Temporary"
Georgia	Must NOT be marked "Limited Term"
Idaho	Must NOT be marked "Limited Term"
Iowa	Must NOT be marked "Limited Term"
Kentucky	Must NOT be marked "Not for REAL ID purposes"
Louisiana	Must NOT be marked "Limited Term"
Maryland	Must NOT indicate "T" restriction
Missouri	Must NOT be marked "Limited Term"
Montana	Must NOT be marked "Limited Term" or "Temporary"
Nevada	Must NOT be marked "Limited Term"
North Carolina	Must NOT be marked "Limited Term"
Ohio	Must NOT indicate that it is "nonrenewable and nontransferable"
Oklahoma	Must NOT be marked "Temporary"
South Carolina	Must NOT be marked "Limited Term"
Tennessee	Must NOT be marked "Temporary"
Texas	Must NOT be marked "Limited Term" or "Temporary"
Vermont	Must NOT be marked "Limited Term"
Wisconsin	Must NOT be marked "Limited Term"

With the exception of the birth certificate and military ID card, which must be presented in person to the Enrollment Support Center, a copy of the above documents may be:

- Mailed to:
Gwinnett Technical College
Admissions Office
5150 Sugarloaf Parkway
Lawrenceville, GA 30043
- Scanned **and if readable**, sent as an attachment to:
AdmissionsDocs@GwinnettTech.edu
- Submitted in-person to the Recruitment Center in Building 100 of the Lawrenceville campus, or Building A of the Alpharetta/North Fulton campus.
- **Please include the student's name and student ID number when submitting documents. Be sure to indicate the student is submitting documents for Residency and Verification of Lawful Presence.**