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**.

### Proof of Lawful Presence in the United States

- A valid GA ID/DL with an issue date on or after January 1, 2008
- A valid U. S. Passport
- A valid military ID card for active duty soldiers or veterans
- A valid Permanent Resident Card (I-151 or I-551) - Front & back
- U. S. Certificate of Birth Abroad issued by Department of State (DS-1350)
- U. S. Certificate of Citizenship (USCIS form N-560 or N-561) **with individual’s signature**
- U. S. Certificate of Naturalization (USCIS form N-550 or N-570) **with individual’s signature**
- A current Driver’s License or ID from:
  - **Alabama**: Issued after August 1, 2000
  - **Florida**: Issued after January 1, 2010
  - **South Carolina**: Issued after November 1, 2008

**Driver’s licenses from Alaska, Idaho, Illinois, New Jersey, New Mexico, New York, Rhode Island, Utah, and Washington must turn in proof of lawful presence to get the out of state tuition rate.**

*All permanent residents must submit a copy of the front and back of their valid permanent resident card (green card).*

*Students with a work visa will be charged foreign fees regardless if they have a state “limited-term” ID/DL and GA 500 form.*

**With the exception of the birth certificate**, which must be presented in person to the Enrollment Office, a copy of any of the above documents may be:

- Mailed with your application or by itself to the Admissions Office; 5150 Sugarloaf Parkway Lawrenceville, GA 30043
- Faxed to the Admissions Office at 770-685-1267
- Scanned, **and if readable**, sent as an attachment to admissionsdocs@gwinnettech.edu
- Submitted in person to the Enrollment Office in the One Stop Center, Building 100.

*Please include student’s name, social security number, or student Id #.*
Verification of Lawful Presence and GA Residency for Tuition Qualification

**Proof of Georgia residency**-Additional Georgia residency documentation may be required to qualify for in-state tuition. Please go to [www.gtc-web.org](http://www.gtc-web.org) to check if additional proof of residency is required. If additional documents are required, please refer to the information below.

**Independent Students** – Please provide **one** of the following items.

- A valid GA ID/DL issued a year or more prior to the 1st day of class
- Most recent Georgia income tax form (GA form 500)
- Georgia voter registration card showing registration 12 months or more prior to term’s starting date ([http://www.mvp.sos.ga.gov](http://www.mvp.sos.ga.gov) My Voter’s Page)
- Location of employment (12 consecutive months of pay stubs)
- Current business, professional, or other licenses issued in Georgia (12 month requirement)
- Georgia automobile registration (current and previous year)
- Proof of purchase/rental of primary residence in Georgia (property tax paid or leases)
- Utility bills in their own name (12 consecutive months of utility bills – Not cell phone bill)
- Location of checking, savings, or other banking accounts (12 consecutive months of bank statements)

**Dependent Students**

For an applicant/student the age of 23 or under claimed on a parent/legal guardian’s most recent tax return, the following documents are required to establish Georgia residency for in-state tuition classification purposes:

1. A copy of the student/applicant’s current driver’s license or state ID card;
2. A copy of the parent/guardian’s most recent GA income tax records showing that the applicant/student was claimed on their taxes. (GA form 500)

*If the parent/guardian did not file a Georgia income tax return for the most recent year, we require parent/guardian’s Georgia driver’s license and **one** of the following items to prove they have maintained a permanent residence, or domicile, in the State of Georgia for the past 12 consecutive months:

- Georgia voter registration card showing registration 12 months or more prior to term’s starting date ([http://www.mvp.sos.ga.gov](http://www.mvp.sos.ga.gov) My Voter’s Page)
- Location of employment (12 consecutive months of pay stubs)
- Current business, professional, or other licenses issued in Georgia (12 month requirement)
- Georgia automobile registration (current and previous year)
- Proof of purchase/rental of primary residence in Georgia (property tax paid or leases)
- Utility bills in their own name (12 consecutive months of utility bills – Not cell phone bill)
- Location of checking, savings, or other banking accounts (12 consecutive months of bank statements)