

## Louisiana State University in Shreveport

Office of Admissions and Records  
One University Place Shreveport,  
LA 71115-2301

**Phone:** (800) 229-5957 or (318) 797-5061

**Fax:** (318) 797-5286

### Louisiana Residence Status

The residence status of an applicant or student is determined by the Admissions and Records Office in accordance with LSU System Permanent Memorandum (PM) 31 and is based upon evidence provided in the completed application for admission and additional required documents. To view PM 31 in its entirety, visit [www.lsusystem.edu](http://www.lsusystem.edu).

#### **Definition of a Resident Student**

A resident student for tuition purposes is defined as one who has abandoned all prior domiciles and has been domiciled in the State of Louisiana continuously for at least one full year (365 days) immediately preceding the first day of classes of the term for which resident classification is sought. A non-resident student for tuition purposes is one who is not eligible for classification as a resident student under these regulations.

The individual's physical presence within this state for one year must be associated with substantial evidence that such presence was with the intent to maintain a Louisiana domicile. Physical presence within the state solely for educational purposes without substantial evidence of the intent to remain in Louisiana will not be sufficient for resident classification regardless of the length of time within the state.

#### **Establishing the Requisite Intent to Become a Louisiana Domiciliary**

The following facts and circumstances, although not necessarily conclusive, may support one's claim for resident classification for tuition purposes:

- A written, signed statement by the applicant or student explaining why he or she came to Louisiana and reasons he or she should be considered as a domiciliary of Louisiana (**Required**).
- Financial independence from parents residing in another state or country. In order to establish financial independence, a student seeking reclassification should meet the following criteria for the current and immediately preceding calendar year:
  1. that the student has not been claimed as an exemption for state or federal income tax purposes by his/her non-resident parents;
  2. that the student has not lived in the home of his/her non-resident parents for more than six weeks after the time at which a Louisiana domicile is claimed; and
  3. that the student's primary source of financial support not be derived from Federal programs and/or campus employment (such as graduate assistant scholarships and scholarships that provide a waiver of non-resident fees);
- Reliance on Louisiana resources for financial support;
- Possession of a valid Louisiana voter registration card for at least one year and voting in Louisiana;

- Designating Louisiana as his or her permanent address on all school and employment records, including military records if one is in the military service;
- Possession of a valid Louisiana driver's license (if applicable) for at least one year;
- Possession of a valid Louisiana vehicle registration (if applicable) for at least one year
- Continuous presence in Louisiana during periods when not enrolled as a student;
- Commitments indicating an intent to stay in Louisiana permanently;
- Paying Louisiana income taxes as a resident during the past tax year, including income earned outside Louisiana from the date Louisiana domicile was claimed;
- establishing an abode where one's permanent belongings are kept within Louisiana;
- Licensing for professional practice (if applicable) in Louisiana; and
- the absence of the above indicia in other states during any period for which domicile in Louisiana is asserted.

Documentary evidence shall be required; all relevant indicia will be considered in the classification determination. The facts suggested above are neither conclusive nor exclusive; each claim shall be determined on its own merits. Relevant indicia should be collected and reviewed with each admission regardless of prior classification of the applicant.

### **General Rules Applying to Minors and Dependents**

The domicile of an unmarried minor (under age of 18) or dependent (see Internal Revenue Code of 1954, Section 152) is regarded to be that of the parent with whom such a minor or dependent maintains his or her place of abode. When the residence of a minor or dependent is derived from the Louisiana residence of the parent, that parent must meet requirements described elsewhere in this document.

When there is clear and convincing documentation that the parent(s) with whom a dependent child is domiciled has abandoned out-of-state domiciles and moved to Louisiana to work and/or live, the dependent student is eligible for immediate resident classification.

### **Additional Information**

Students who are members of the armed forces (active duty) or dependents of members of the armed forces (active duty) must submit a Verification of Temporary Residency Form available from the Admissions and Records Office.

An international student on a student visa is classified a nonresident. Residence status is not determined for students who are auditing classes only. Individuals who come to the Shreveport area from out-of-state just to attend the University will be considered nonresidents until demonstrating that their previous domicile has been abandoned and a Louisiana domicile established.

LSUS has available a limited number of non-resident tuition waivers for out-of-state students who meet specified criteria. Student should apply for these waivers by checking the appropriate box on the application for admission or by contacting the Admissions and Records Office at 318-797-5061. Non-resident tuition waivers will be awarded by the Admissions and Records Office on a first-come, first-served basis.

An application for reclassification from non-resident status to resident shall be filed with the Admissions & Records Office not later than 21 calendar days following the first day of classes of the term for which such reclassification is sought. Such application shall include any information or documents required by the Admissions & Records Office, together with any supporting evidence which the student desires to submit.

A student who provides false information or conceals information for the purpose of achieving resident status shall be required to pay retroactively any tuition fees which would normally have been charged and shall be subject to dismissal from the university.

Any student may appeal the decision of the Admissions and Records Office. This written appeal must be filed no later than 21 calendar days after notice of such decision is mailed to the student by the Admissions and Records Office. Such appeal will be forwarded to the Chairman of the System Residence Appeals Committee by the Admissions and Records Office.