GEORGIA SOUTHERN UNIVERSITY
APPLICATION FOR OUT-OF-STATE TUITION DIFFERENTIAL WAIVER FULL-TIME
PUBLIC SCHOOL & TCSG EMPLOYEES
AND THEIR SPOUSES AND DEPENDENT CHILDREN

Prior to submitting a Full-time Public School & Technical College System of Georgia (TCSG) Employee out-of-state tuition waiver application, students are advised to review the University System of Georgia’s Employee out-of-state tuition waiver policy found in Section 7.3.4.1 of the Board of Regents Policy Manual (www.usg.edu/policymanual).

Section I – To be completed by the STUDENT

<table>
<thead>
<tr>
<th>Name:</th>
<th>Eagle ID:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Address:</th>
<th>State:</th>
<th>Zip:</th>
<th>Email:</th>
<th>Phone:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Semester applying for waiver: [ ] Fall [ ] Spring [ ] Summer Year: __________

Waiver application is based on full-time employment with a Georgia public School or with a unit of the Technical College System of Georgia (TCSG) of:
- [ ] Self
- [ ] Parent (students under the age of 24 only)
- [ ] U.S. court-appointed legal guardian (students under the age of 24 only)
- [ ] Spouse

Full name of employee upon whom waiver application is based: ____________________________

<table>
<thead>
<tr>
<th>Name of employer:</th>
<th>Employer address:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Employer city: Employer zip: Employer phone number: Date of employment: 

Currently employed? [ ] Yes [ ] No Is employment full-time? [ ] Yes [ ] No

Section II – STUDENT Oath and Affirmation

I understand that any material false statement made knowingly and willingly by me on this application, or any documents attached hereto may, in accordance with O.C.G.A. 16-10-71, which provides that upon conviction, a person who knowingly commits the offense of false swearing shall be punished by a fine of not more than $1,000 or by imprisonment for not less than one nor more than five years, or both, subject me to prosecution in a court of law. Additionally, I further understand that any such false statement may subject me to immediate dismissal from the institution.

Further, I certify that, to the best of my knowledge, the information submitted on this application is true and complete.

Student Signature ____________________________ Date __________


Section III – Documentation Requirements

ALL STUDENTS MUST PROVIDE **ONE OF THE FOLLOWING:**

A. A complete copy of a current contract indicating full-time employment with a Georgia public school;
B. An official letter on letterhead or employment verification form from the human resources office of a public school system verifying current, full-time employment with a Georgia public school; or
C. An official letter on letterhead or employment verification form from the human resources office of a unit of the Technical College System of Georgia (TCSG) verifying current, full-time TCSG employment.

**LAWFUL PRESENCE IN THE UNITED STATES**

In addition to the above waiver-specific documentation requirements, students must be verified to be lawfully present in the United States to be eligible for any out-of-state tuition waiver.

**NOTE:** Additional documentation may be requested to determine waiver eligibility.

**IN ADDITION, STUDENTS APPLYING BASED ON THE EMPLOYMENT OF A PARENT, U.S. COURT-APPOINTED LEGAL GUARDIAN OR SPOUSE MUST SUBMIT **ONE OF THE DOCUMENTS LISTED UNDER EITHER A, B, OR C BELOW, AS APPROPRIATE:**

A. **APPLYING BASED ON A PARENT (Students under the age of 24 only)**
   - Copy of the birth certificate for the student listing the individual with qualifying employment as their parent; or
   - Copy of the federal income tax return filed by the individual with qualifying employment for the most recent tax year listing the student as a dependent child.

B. **APPLYING BASED ON A U.S. COURT-APPOINTED LEGAL GUARDIAN (Students under the age of 24 only)**
   - Copy of U.S. court documentation listing the individual with qualifying employment as the guardian of the student; or
   - Copy of the federal income tax return filed by the individual with qualifying employment for the most recent tax year listing the student as a dependent child.

C. **APPLYING BASED ON A SPOUSE**
   - Copy of the marriage certificate for the individual with the qualifying employment and the student; or
   - Copy of a jointly filed federal tax return filed by the individual with the qualifying employment for the most recent tax year listing the student as a spouse. Or, a copy of a jointly filed federal income tax return filed by the student for the most recent tax year listing the individual with the qualifying employment as a spouse.

Submit completed form and required documentation to:

**NEW Undergraduate students:**
Melanie Sparrow
Georgia Southern University
Office of Admissions
P.O. Box 8024
Statesboro, GA 30460
Phone: 912-478-5608
Fax: 912-478-1156
residency@georgiasouthern.edu

**NEW Graduate students:**
Naronda Wright
Georgia Southern University
Office of Graduate Admissions
P.O. Box 8113
Statesboro, GA 30460
Phone: 912-478-5384
Fax: 912-478-0740
narondawright@georgiasouthern.edu

Currently enrolled undergraduate and graduate students who have completed one or more semesters at Georgia Southern University can submit this completed form and copies of the required documentation to:

Iris Smith
Georgia Southern University
Office of the Registrar
11935 Abercorn Street
Victor Hall Rm 106
Savannah, GA 31419
Phone: 912-344-2628
Fax: 912-344-3410
tcwpetitions@georgiasouthern.edu

Revised: 11/1/2018