



## Residency Classification Change Request Form

Please submit to the Records Office (PCC 2020)

Name: \_\_\_\_\_

Student ID #: \_\_\_\_\_

Address: \_\_\_\_\_

City, State and Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Date of Address Change: \_\_\_\_\_

### **Proof of Residency Documentation – Two Documents Required**

*Documentation must be dated at least 30 days prior to the first day of the semester.*

*Ex. If winter semester begins 1/14, Michigan ID and second document must be dated by 12/14 or prior.*

\_\_\_ **Michigan driver's license or Michigan ID showing new address.** Label on the back or temporary IDs are acceptable; if faxing or emailing documents, please attach both sides of ID.

\_\_\_ **One** of the following, showing the student's name, new address, and date:

- Utility, cable, electric, or internet bill
- Bank statement, credit card bill, or pay stub
- Current Michigan motor vehicle registration
- Home or auto insurance
- Signed and dated rental or lease agreement showing address, dates of the lease, and signature/phone number of the landlord, or verifiable rent receipts
- Property tax receipt showing Mott as a recipient (only if residing in a border county)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Changes in residency classification will only affect tuition rates for current and future semesters. Tuition rates for previous semesters will not be reversed. Deliberate misrepresentation of residency to obtain lower tuition rates is prohibited and could result in disciplinary or legal action based on the college's Student Code of Conduct Policy.*