

## INSTRUCTIONS FOR GRADUATE STUDENTS FILING FOR RHODE ISLAND RESIDENCY AND NEW ENGLAND REGIONAL RESIDENCY

1. Included with the [application](#) is a copy of the R.I. Board of Governors Instate Policy. Please read it carefully and make yourself aware of the stipulations involved.
2. Have the application notarized. Documentation can be emailed in PDF form to the Graduate School Admission Office at [gradprocessing@etal.uri.edu](mailto:gradprocessing@etal.uri.edu).
3. If you have been a resident, or registered voter in your town for at least one full year, you may have the [Certification of Residency form application](#) notarized by the Town/City Hall Clerk to show that date, or the date they have on record for you as a resident. If the form is notarized, this can be a stand-alone document. If you choose not to have the form notarized, then you must complete and submit the form without the notary information, along with three additional different documents that prove your RI residency for purposes other than education for at least one full year.

Additional documents that you should provide to aid us in establishing your residency, but which alone are not proof of residency:

- Purchase of your primary home in RI before the first day of classes for the term in which you seek re-classification as an in-state resident student.
- Utility bills in your name, addressed to your RI address, with billing date at least one full year prior to the first class day of the first term of enrollment.
- Bank statements in your name, addressed to your RI address, with a statement date at least one full year prior to the first class day of the first term of enrollment.
- Letter from employer, if applicable, indicating your start date and the employer's intentions for keeping you on as an employee in Rhode Island.
- RI driver's license showing issue date at least one year prior to the start of classes.
- Lease or rental agreement (in your name) to your home in Rhode Island; date of occupancy must be at least one full year prior to the first class day of the first term of enrollment. (Please note: if the lease is in the name of your spouse, you must provide a copy of your marriage license).
- Voter Registration card showing at least one year's residency in RI.

If you are a legal alien, you must provide a copy of your green card. You are not eligible to apply for residency until you have the green card in hand.

Undocumented students must refer to the [Guidance for Students and Families of Undocumented Students](#).