



STATE OF FLORIDA FINANCIAL AID APPLICATION INSTRUCTIONS & CONDITIONS

For information regarding specific academic eligibility requirements, please visit our website at www.miami.edu/ofas.

ELIGIBILITY CRITERIA

1. The student or claimant must have been a Florida resident for twelve (12) consecutive months prior to the first day of classes of the academic term for which assistance is requested. The primary intent of establishing residency in Florida must not be for the purpose of obtaining an education. An individual who comes to Florida as an out of state resident to enroll in a Florida post-secondary educational institution will not meet the residency requirements for state financial aid purposes regardless of length of time enrolled.
2. The burden of providing clear and convincing documentation that justifies the university's classification of a student as a resident rests with the applicant. For documentation to be "clear and convincing", it must be credible, trustworthy, and sufficient to persuade the university that the applicant has established legal residency in Florida that is not solely for the purpose of pursuing an education and has relinquished legal residency in any other state. Each university may establish submission deadlines for all documentation that will be used to determine residency.
3. The student and claimant must be U.S. citizens or eligible noncitizens. Non-U.S. citizens such as resident aliens, parolees, asylees, or other permanent status persons (e.g. persons who married U.S. citizens and temporary permanent residents) who have applied to and have been approved by the Department of Homeland Security for indefinite stay and employment, shall be considered eligible to establish Florida residency for state student financial aid purposes. Nonimmigrants holding one of the following visas shall be considered eligible to establish Florida residency. Persons in visa categories not listed shall be considered ineligible to establish Florida residency for state student financial aid purposes.
 - a) Visa Category A – Government official
 - b) Visa Category E - Treaty trader or investor
 - c) Visa Category G - Representative of international organization
 - d) Visa Category I - Foreign information media representative
 - e) Visa Category K - Fiancé, fiancée or a child of U.S. citizen(s)
 - f) Visa Category H-1B - Temporary Workers
 - g) Visa Category L - Intracompany Transferees
 - h) Visa Category N - Parent or child of alien accorded special immigrant status.
 - i) Visa Category O-1 - Workers with extraordinary Abilities
 - j) Visa Category R - Religious Workers
 - k) Visa Category NATO-1-7 – North Atlantic Treaty Organization Representatives and immediate family
 - l) Visa Category S - Alien Witnesses and informants
 - m) Visa Category T - Victims of trafficking, who cooperate with federal authorities in prosecution of traffickers
 - n) Visa Category U - Victims of Certain Crimes
 - o) Visa Category V – Spouses and children of lawful permanent residents
4. Non-U.S. citizens who fall within the following categories shall also be considered eligible to establish Florida residency:
 - a) Citizens of Micronesia
 - b) Citizens of the Marshall Islands
 - c) Beneficiaries of the Family Unity Program.
 - d) Individuals granted Temporary Protected Status (TPS).
 - e) Individuals granted Withholding of Removal status.
 - f) Individuals granted Suspension of Deportation status or Cancellation of Removal.
 - g) Individuals granted a Stay of Deportation status or Stay of Removal.
 - h) Individuals granted Deferred Action status.

- i) Individuals granted Deferred Enforced Departure status.
 - j) Applicants for Adjustment of Status.
 - k) Asylum applicants with USCIS receipt or Immigration Court stamp.
5. Dependent students of divorced parents may take the residency of either parent who meets the Florida residency requirement even if claimed as dependent by a nonresident parent. A parent is either a natural or adoptive parent or a legal guardian. A dependent student will be considered to have met the requirements of Florida residency if the student has lived with a relative who has had day to day supervision of the individual for the past five years, and the relative meets all the requirements of Florida residency.
 6. For the purpose of residency, an independent student must not be eligible to be claimed as a tax exemption by any person other than a spouse, must be self supporting for twelve (12) consecutive months prior to the first day of classes of the academic term for which assistance is requested, and have the intent, for purposes other than education, that Florida be their legal state of residence. Bonafide self supporting student: An independent student who can provide evidence of financial support from sources other than parents, legal guardian, relatives, or student aid.
 7. In the event the dependent's parent or parents are domiciled outside of Florida, the legal residence of the dependent's parent or parents is not prima facie evidence of the dependent's legal residence if the dependent has lived in Florida for five (5) consecutive years prior to enrolling or reregistering at a university.
 8. A dependent living with an adult relative other than the dependent's parent may qualify as a resident if the adult relative is a legal resident who has maintained legal residence in Florida for at least twelve (12) consecutive months immediately prior to the dependent's initial enrollment in a university, provided the dependent has resided continuously with such relative for the five (5) years immediately prior to the dependent's initial enrollment in a university, during which time the adult relative has exercised daily supervision, care and control of the dependent.
 9. Residents of Florida stationed out of state on active military duty will retain Florida residency status, as will their spouses and dependent children.
 10. The spouses and dependent children of active duty members stationed in the state will obtain Florida residency status as soon as their family moves to the state and active duty assignment begins.
 11. Students pursuing a second bachelor's degree are not eligible.
 12. Students must not owe a repayment of a grant under the Pell Grant, Supplemental Education Opportunity Grant, or any state scholarship or grant program nor be in default on a National Defense Loan, National Direct Loan, Guaranteed Student Loan, Federally Insured Student Loan, Parent Loans for Undergraduate Students, Auxiliary Loans to Assist Students, or any state loan program, unless satisfactory arrangements have been made to repay the loan.
 13. Students must not be enrolled in a program of study leading to a degree in theology or divinity.
 14. Students must be making satisfactory progress as defined by the college or university in which they are enrolled.
 15. Student eligibility shall be determined once each academic year at the completion of the second semester or third quarter.
 16. Student must not have been found guilty of, or plead no contest (nolo contendere) to, a felony charge.
 17. Florida financial aid may transfer from one eligible institution to another, provided that the recipient continues to meet all eligibility requirements.
 18. Students should submit an application to the University of Miami's Office of Financial Assistance Services by the preferred date. Intentional falsification of information shall result in the denial of any pending application and revocation of any award currently held to the extent that no further payments shall be made. Students who knowingly falsify information may be guilty of a second degree misdemeanor.

19. **Residency Reclassification Determination.** A student who is classified as a nonresident may become eligible for reclassification as a resident under the following circumstances:

- a) Where the student or the student's parent or parents provide clear and convincing documentation that supports permanent legal residency in Florida for at least twelve (12) consecutive months prior to the term for which the student is seeking reclassification of residency that has NOT been established on a temporary basis for the purpose of pursuing an education. Such documentation shall include any of the following
 - i. At least 3 documents that demonstrate the establishment of permanent legal residence in Florida other than for the sole purpose of pursuing a postsecondary education;
 - ii. Documentation of permanent full-time employment in Florida for at least thirty (30) hours per week for a twelve (12) month period while not enrolled in a public postsecondary institution in Florida; or
 - iii. The purchase of a home in Florida and residence therein for the twelve (12) month period while not enrolled in a public postsecondary institution in Florida.
- b) Where the student marries a legal resident of Florida or marries a person who becomes a legal resident of Florida, and upon becoming a legal resident of Florida, provides convincing documentation of his or her own legal residency, evidence of his or her marriage to a legal resident of Florida, and evidence of the spouse's legal residence in Florida for at least twelve (12) consecutive months immediately preceding the application.
- c) Where a dependent and his or her parent or parents moved to Florida after the dependent graduated from high school and the parent or parents provide convincing documentation that the parent or parents have established legal residency in Florida and have maintained such residency for at least twelve (12) consecutive months.

AWARD

The amount of the annual award is established in the General Appropriation by the Florida Legislature.

PAYMENT

Payments are made by the Florida Department of Education directly to the approved institution on behalf of and to the credit of each eligible student certified and invoiced by the institution to the Department of Education by the established deadline. Payments are made each academic term.

Questions regarding specific individual circumstances will be answered by the authorized official of the educational institution the student is attending. Decisions with respect to student eligibility and qualifications for this program are made by each participating institution.

USE OF STUDENT'S SOCIAL SECURITY NUMBER/NONDISCRIMINATION STATEMENT

The Privacy Act of 1974 requires state agencies to inform students of the reasons for requesting their Social Security Number (SSN). The Florida Department of Education requests a SSN on all students applying for student financial assistance in order to correctly identify applicants, match each applicant's financial aid record with the student record at the postsecondary institution the applicant attends and help coordinate state student aid programs with federal student aid programs. A student will not be denied financial assistance for failure to disclose the SSN. Without a SSN, correct identification of a student's record cannot be assured and may result in an error in the award amount or a delay in the disbursement of an award.

Pursuant to Florida Statute 228.2001, state student financial assistance is provided to eligible applicants without discriminating on the basis of race, sex, national origin, marital status or handicap. Minority status will be considered when it is required by law as a condition of eligibility or selection.

IMPORTANT: Read and Retain for Your Records

PREFERENCE GIVEN TO APPLICATIONS RECEIVED BY AUGUST 1 FOR THE FALL SEMESTER AND JANUARY 1 FOR THE SPRING SEMESTER. ALL OTHERS WILL BE AWARDED ON A FUNDS AVAILABLE BASIS.

INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED.

Submit this form and all documentation to:

Office of Financial Assistance Services

P.O. Box 248187

Coral Gables, FL 33124-5240

Telephone: 305-284-5212

Fax: 305-284-4082

SECTION II: FLORIDA RESIDENT FOR STATE AID PRGRAMS

Please check the box corresponding to the category under which you qualify and furnish the documentation indicated. CHECK ONLY ONE BOX.

- I am an independent person and have maintained legal residence in Florida for twelve months prior to enrollment. (See below.)
For the 2010 -2011 academic year, you are considered an independent student ONLY IF at least one of the following criteria applies to you:
 - a) You were born before January 1, 1987.
 - b) You will be enrolled in a master's or doctorate program (beyond a bachelor's degree) at the beginning of the 2010-2011 school year.
 - c) You are married as of the day you apply (or you are separated but not divorced).
 - d) You have children who receive more than half their support from you.
 - e) You have dependents (other than your children or spouse) who live with you and who receive more than half their support from you at the time you apply and through June 30, 2011.
 - f) Either both your parents are deceased, or you are (or were until age 18) a ward or dependent of the court.
 - g) You are a veteran of the U.S. Armed Forces. (A "veteran" includes students who attended a U.S. service academy and who were released under a condition other than dishonorable. For more detail on who is considered a veteran, see the explanatory notes on the FAFSA.)
 - h) Are an emancipated minor youth who was homeless
 - i) Are in legal guardianship as determined by the court.
 - j) Are an unaccompanied youth who was homeless

Please indicate (by entering the appropriate letter(s)) which of the situations above applies to you here: _____. Also, please read item #4 in the instructions and conditions page for further requirements. If none of these criteria above applies to you, you are considered dependent and must rely on the Florida residency of a parent or legal guardian.

- I am a dependent person and my parent or legal guardian (claimant) has maintained legal residence in Florida for at least twelve months prior to enrollment. (See note below.)
- I abandoned my Florida domicile less than twelve months ago, and I am now reestablishing Florida residence. (See note below.)
- I am a member (or spouse or child of a member) of the armed forces of the United States who is stationed in Florida on active military duty pursuant to military orders, or whose home of record is Florida. (Copy of W2 forms and copy of military orders or military document showing home of record or military assignment orders stationing you in Florida are required, e.g. DD2058, including payment stub.)
- I am a dependent person who has resided for the last five years with a relative (claimant) other than my parent or legal guardian and my relative has maintained legal residence in Florida for at least twelve months. (Copy of tax returns for the last five years on which you were claimed as a dependent or other proof of dependency required.)

Note: The claimant must also submit two of the following additional documents: If you do not have any of these documents, contact our office for a list of acceptable alternates. ALL DOCUMENTATION IS SUBJECT TO VERIFICATION. APPLICATIONS SUBMITTED WITHOUT THESE DOCUMENTS WILL NOT BE PROCESSED. Please circle the documents you will be submitting.

FAMILIES MUST SUBMIT TWO DOCUMENTS; (2) from TIER ONE OR (1) from TIER ONE and (1) from TIER TWO

TIER ONE

1. A Florida voter's registration card;
2. A Florida driver's license;
3. A State of Florida identification card;
4. A Florida vehicle registration;
5. Proof of a permanent home in Florida which is occupied as primary residence by the applicant or by the applicant's parent if the applicant is a dependent;
6. Proof of a homestead exemption in Florida;
7. Proof of permanent full-time employment in Florida. For the purposes of this regulation, full-time employment is at least thirty (30) hours per week for a twelve (12) month period;
8. For dependent students, a transcript provided by Florida high school evidencing at least two (2) years of consecutive enrollment, provided a high school diploma or GED certificate was earned within the last twelve (12) months.

TIER TWO

1. A declaration of domicile in Florida;
2. A Florida Professional or Occupational license;
3. Documents evidencing a Florida incorporation;
4. Documents evidencing family ties in Florida;
5. Proof of membership in Florida-based charitable or professional organizations;
6. And any other documentation that supports the applicant's request for resident status, including, but not limited to, utility bills and proof of twelve (12) consecutive months of payments; a lease agreement and proof of twelve (12) consecutive months of payments; or an official state, federal, or court document evidencing legal ties to Florida.

SECTION V: CITIZENSHIP

Are you a U.S. Citizen? (Please check one)

- YES, I am a U.S. Citizen. You must provide a copy of your birth certificate, valid U.S. passport or Certificate of Naturalization.
- NO, but I am an eligible noncitizen according to the eligibility criteria. If you did not file a FAFSA application you must bring your original Permanent Alien registration card or eligible visa to our office. If you have filed a FAFSA application we will contact you via myum if this documentation is required: (Please circle the visa or non citizenship status that applies to you).

Eligible visa consist of the following only:

- a) Visa Category A - Government official
- b) Visa Category E - Treaty trader or investor
- c) Visa Category G - Representative of international organization
- d) Visa Category I - Foreign information media representative
- e) Visa Category K - Fiancé, fiancée or a child of U.S. citizen(s)
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Non-U.S. citizens who fall within the following categories shall also be considered eligible to *establish* Florida residency:

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- b) Citizens of Micronesia
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- j) Applicants for Adjustment of Status.
- k) Asylum applicants with USCIS receipt or Immigration Court stamp.

In addition to the other requirements outlined in this form, if the claimant is not a U.S. citizen, they then must hold a visa from one of the above categories in order to be eligible for State of Florida financial assistance.

- NO, I am neither a US citizen nor an eligible non-citizen. (Please see condition #3 of the eligibility criteria.)

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