

**Request for  
Change of Residency**

Lakeland ID Number (LID) 

0	0						
---	---	--	--	--	--	--	--

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone: (\_\_\_\_\_) \_\_\_\_\_  Home  Cell  Work

Date of Birth: \_\_\_\_\_ Email: \_\_\_\_\_

**Residency Requirements\***

Lakeland is required by law to classify student residency as follows:

1. **Resident of Lake County:** to qualify for this tuition category, a student must have lived in the state of Ohio for at least one (1) year, and in Lake County for at least six (6) months.
2. **Ohio resident outside Lake County:** a student must have resided in the state of Ohio for at least one (1) year or has met one of the exceptions to the general rule of residency to qualify for this tuition category.
3. **Out-of-state or international students:** individuals who cannot furnish proof of their classification in either of the above categories are charged out-of-state tuition rates. International students pay the out-of-state rates for the duration of their attendance.

All applicants and current students requesting a change of tuition to in-state or in-county must provide a valid Ohio driver's license and appropriately dated proof of residence in **two** of the following forms:

- Canceled rent checks (for each month of residency)
- Ohio car registration
- Real Estate title/deed of ownership of property
- Utility bills - water, gas or electric only  
*(utility bills must show your name, address and six months/year of consecutive service at the same address)*
- Notarized affidavit from parents/other
- Property tax receipts
- Rental or lease agreements
- Voter registration card

\*Tuition will ONLY be adjusted prior to or no later than the first day of the term; no mid-semester adjustments will be made. If documentation is presented after the start of the semester, the residency decision will be made for the next term. A change of residency may impact your financial aid eligibility; the financial aid office will contact students in these cases.

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Complete this form and return:\*\***

- By Fax:** 440.525.7651
- By Mail:** Lakeland Community College • 7700 Clocktower Drive Kirtland, OH 44094-5198
- By [Secure Upload](#)**
- In Person:** Lakeland's Student Service Center • located in Building A-1003

\*\*Please do not send documents through email as it is not secure.

*For Office Use Only*

- |   |  |  |  |
|---|--|--|--|
| <input type="checkbox"/> Dated Ohio driver's license            | <input type="checkbox"/> Property tax receipt                                      | <input type="checkbox"/> Voter registration card               | <input type="checkbox"/> Rental or lease agreement |
| <input type="checkbox"/> Title/Deed of property ownership       | <input type="checkbox"/> Ohio car registration                                     | <input type="checkbox"/> Notarized affidavit from parent/other |  |
| <input type="checkbox"/> Utility bills (water, gas or electric) | <input type="checkbox"/> Canceled rent check (name & address shown for each month) |  |  |

On the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ I, the undersigned party, reviewed and considered the documentation presented. I find that the request should be  approved  denied based on the following rule and reasons. Effective \_\_\_\_\_

- In-county  C1  C2  C3  C4  C5  C6  C7  E1  E2  E3  E4  E5  E6  E7  E8

Registrar's Signature: \_\_\_\_\_ Date: \_\_\_\_\_