

University of West Georgia

APPLICATION FOR OUT-OF-STATE TUITION DIFFERENTIAL WAIVER CAREER CONSULAR OFFICERS AND THEIR SPOUSES AND DEPENDENT CHILDREN

Prior to submitting a **Career Consular Officers** out-of-state tuition waiver application, students are advised to review the University System of Georgia's Career Consular Officers 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

Name:		Student ID:
Address:		
City:	State:	Zip:
Email:		Phone:
Current visa status:		
Term applying for waiver: <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer Year: _____		
Waiver application is based on employment of the following foreign career consular officer stationed and living in Georgia under orders of their home government:		
<input type="checkbox"/> Self	<input type="checkbox"/> Parent (students under the age of 24 only) <input type="checkbox"/> U.S. court-appointed legal guardian (students under the age of 24 only)	<input type="checkbox"/> Spouse
Name of career consular officer: _____		
Date the above career consular officer began living in Georgia: _____ (mm/yyyy)		Date the above career consular officer was assigned to Georgia: _____ (mm/yyyy)
Is he/she currently living in Georgia? <input type="checkbox"/> Yes <input type="checkbox"/> No		Is he/she currently assigned to a consular office in Georgia? <input type="checkbox"/> Yes <input type="checkbox"/> No
Nation of consular office:		
Consular office address:		
City:	State:	Zip:

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 ALL OF THE FOLLOWING:

- A. Letter or preprinted form from the foreign consular office located in Georgia verifying that the career consular officer is:
 - A citizen of the nation the consular office represents;
 - Stationed in Georgia under orders of the government of the foreign nation; and
 - Living in Georgia.
- B. Documentation that the career consular officer upon whom the waiver request is based holds a current, valid “A” visa status in the United States.

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 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 career consular officer as a parent; or
 - Copy of the federal income tax return filed by the career consular officer for the most recent tax year and 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 career consular officer as the guardian of the student; or
 - Copy of the federal income tax return filed by the career consular officer for the most recent tax year and listing the student as a dependent child.
- C. **APPLYING BASED ON A SPOUSE**
 - Copy of marriage certificate for the career consular officer and the student; or
 - Copy of a jointly filed federal income tax return filed by the career consular officer for the most recent tax year listing the student as a spouse. Or, copy of a jointly filed federal income tax return filed by the student for the most recent tax year listing the career consular officer as a spouse.

Completed forms with all supporting documentation must be received in the Registrar’s Office by the final fee payment deadline for the term in which the waiver is requested. Please visit the SCOOP for information on fee payment deadlines: <http://www.westga.edu/registrar/766.php>

Submit completed form and required documentation to:

University of West Georgia
Office of the Registrar
1601 Maple Street, Carrollton, GA 30118
Phone: 678-839-6438
Email: registrar@westga.edu