



Petition for New Jersey Residency

In order to petition for New Jersey Residency for tuition purposes, the Registrar-New Brunswick asks that the following steps be completed:

1. Download the "Rutgers University Policy Statement on Student Residency for Tuition Purposes and Instructions for completion of the Residency Analysis Form" (<http://nblogistrar.rutgers.edu/forms/ResidencyPolicy.pdf>). Read this carefully before completing the Residency Analysis Form.
2. Download and complete the Residency Analysis Form (<http://nblogistrar.rutgers.edu/forms/ResidencyAppl.pdf>).
3. Notarize the Residency Analysis Form, exemption during COVID-19.
4. Include the following items as evidence that you, if you are independent, or your parents if dependent, are a New Jersey Domiciliary:

Primary Documents:

- **Residency Analysis Form (completely answered & notarized) COVID exemption - notarization**
 - Letter of independent status from Financial Aid (if checked independent & under 24)
 - Permanent Resident cards if previously a foreign student
 - Birth Certificate if different than parents' names
 - Marriage Certificate if residency based on spouse
- **Certified NJ Resident Tax Return from NJ Department of Taxation for the last tax year**
- **Copy of first and last page of Federal 1040A and State Tax Return for the last tax year**
- **Copy of W-2 for the last tax year**
- **Copy of current lease, deed, property taxes, proof of NJ Housing Assistance, or Affidavit if living with someone and do not have a lease**
- **Copy of NJ Driver's License**
- **Copy of NJ Vehicle Registration**
- **Copy of NJ Auto Insurance card**

Supplemental Documents:

- Copy of NJ Medical Insurance card
- Copy of NJ Voter Registration
- Copy of State Professional License such as nursing, lawyer, physician, hairdresser, etc.
- Proof of Established Services
 - Bank statements showing local charges
 - Utility bills (3 different utilities such as electric, water, gas, telephone, etc.), recent & 12-month old bill for each
- Narrative – in unusual cases, a narrative explaining physical abandonment of previous domicile and intention to remain in New Jersey is helpful

***** ALL DOCS MUST BE SUBMITTED NO LATER THAN 60 DAYS AFTER THE SEMESTER BEGINS*****

***** ALL DOCS MUST BE ISSUED PRIOR TO THE BEGINNING OF TERM PETITIONING*****

5. Mail or email the original Petition and all supporting materials to the Office of the Registrar.

Office of the Registrar
620 George Street
Room 140
New Brunswick, NJ 08901

<https://helpspot.finaid.rutgers.edu/helpspot/reg/index.php?pg=request>

The University reserves the right to request additional documents they deem necessary to prove NJ domicile
You will receive notification once your case has been decided.