



UNIVERSITY OF BALTIMORE

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Residency Reclassification Checklist for Military Members/Spouses/Dependents Active Member of the U.S. Armed Forces and/or Spouse/Dependents of Such a Person

Student Name: _____ Campus ID: _____ Semester: _____

Check the category that is applicable to you and provide the listed documentation:

Active-duty Member of the U.S. Armed Forces

I am a full-time active-duty member stationed in Maryland

Copy of your most recent orders

I am a full-time active-duty member who has declared Maryland as my home of residency

- Copy of your most recent orders
- Copy of Comptroller's certified Maryland tax returns
(https://www.marylandtaxes.gov/forms/current_forms/129.pdf)
- Current paystub showing MD taxes withheld
- Copy of Form DD 2058

I am a full-time active-duty member who resides in Maryland

- Copy of your most recent orders
- Copy of deed, lease agreement, or verification of MD address listed on your student account
If the deed or lease is not in your name, please provide:
 - A signed, notarized letter from the deed or lease holder verifying that you reside at the address. The letter must be dated and include the address of the residence and time period you have lived at that residence.

Spouse/Child of Active-duty Member of U.S. Armed Forces

I am the child of an active-duty member stationed in Maryland

- Copy of your guardian's most recent orders
- Copy of your guardian's most recent state* tax returns (federal tax returns if guardians did not file a state tax return)
*Maryland returns require Maryland Comptroller's Certification:
https://www.marylandtaxes.gov/forms/current_forms/129.pdf
 - Copy of your birth certificate/adoption papers

I am the child of an active-duty member who has declared Maryland as home of

- Copy of your guardian's most recent orders
- Copy of your guardian's most recent Comptroller's certified Maryland tax returns
returns (https://www.marylandtaxes.gov/forms/current_forms/129.pdf)
- Copy of your birth certificate or adoption papers

I am the child of an active-duty member who resides in Maryland

- Copy of your guardian's most recent orders
- Copy of your guardian's deed, lease agreement, or verification of MD address listed on your student account
If the deed or lease is not in your guardian's name, please provide:

- A signed, notarized letter from the deed or lease holder verifying that you and the active-duty member reside at the address. The letter must be dated and include the address of the residence and time period you/your guardian have lived at that residence.
- Copy of active-duty member's most recent state* tax returns (federal tax returns if guardian did not file a state tax return)
*Maryland returns require Maryland Comptroller's Certification:
https://www.marylandtaxes.gov/forms/current_forms/129.pdf
- Copy of your birth certificate or adoption papers

I am the spouse of an active-duty member stationed in Maryland

- Copy of your spouse's most recent orders
- Copy of your marriage certificate

I am the spouse of an active-duty member who has declared Maryland as home of residency

- Copy of your spouse's most recent orders
- Copy of your marriage certificate
- Copy of your spouse's most recent Comptroller's certified Maryland tax returns
(https://www.marylandtaxes.gov/forms/current_forms/129.pdf)

I am the spouse of an active-duty member who resides in Maryland

- Copy of your spouse's most recent orders
- Copy of your marriage certificate
- Copy of your deed, lease agreement or verification of MD address listed on your student account

If the deed or lease is not in your name, please provide:

- A signed, notarized letter from the deed or lease holder verifying that you and the active-duty member reside at the address. The letter must be dated and include the address of the residence and time period that you and your spouse have lived at the residence.

Veteran of the U.S. Armed Forces

I am a veteran of the United States Armed Forces residing in Maryland

- Copy of DD214
 - Copy of your deed, lease, or verification of MD address for student account
- If the deed or lease is not in your name, please provide:

- A signed, notarized letter from the deed or lease holder verifying that you reside at the address. The letter must be dated and include the address of the residence and time period that you have lived at the residence.

If you have a discharge category other than "Honorable," please provide:

- Copy of DD214
 - Copy of your Certificate of Eligibility
 - Copy of your deed, lease, or verification of MD address for student account
- If the deed or lease is not in your name, please provide:

- A signed, notarized letter from the deed or lease holder verifying that you reside at the address. The letter must be dated and include the address of the residence and time period that you have lived at the residence.

Spouse/Child of a Veteran of the U.S. Armed Forces

I am the spouse or child of a veteran of the United States Armed Forces using educational benefits who lives in Maryland and

1) Is using transferred Post-9/11 G.I. Bill® benefits (38 U.S.C. §3319) and enrolls after the transferor's discharge or release from a period of at least 90 days of service in the active military, naval or air service; or 2) Is using transferred Post-9/11 G.I. Bill® benefits (38 U.S.C. §3319) and the transferor is a member of the uniformed services who is serving on active duty; 3) Is using benefits under the Marine Gunnery Sergeant John David Fry Scholarship (38 U.S.C. §3311(b)(9))5; 4) Is using

benefits through the Survivors' and Dependents' Educational Assistance Program (DEA), (38 U.S.C. chapter 35) or 5) Is entitled to rehabilitation under 38 U.S.C. §3102(a).

Copy of the veteran's DD214, DD1300 or most recent orders

Copy of your Certificate of Eligibility

Copy of your deed, lease agreement, or verification of MD address listed on student account

If the deed or lease is not in your name, please provide:

A signed, notarized letter from the deed or lease holder verifying that you and the active-duty member reside at the address. The letter must be dated and include the address of the residence and time period that you and the active-duty member have lived at the residence.

Maryland National Guard

I am eligible for in-state status considerations under the Maryland National Guard Nonresident Tuition Exemption. I am eligible because I joined or subsequently served to (1) provide a critical military occupational skill or (2) am a member of the Air Force critical specialty code. I understand that I must provide documentation from my company Commander for consideration.

Copy of your most recent orders or State Tuition Waiver Letter

*** UBalt retains the authority to request additional documentation to supplement the items listed above. In extenuating circumstances, students may work with UBalt residency evaluators to determine alternative supporting documentation as necessary.**