



FALL 2020
MISSOURI RESIDENCY CHECKLIST
Petitioning Period Begins Aug. 03, 2020

Please complete and submit this check list when you submit your residency petition and supporting documents. **The deadline to submit the residency petition and all supporting documents for the Fall 2020 semester is Friday, October 2, 2020.** You must submit **COPIES** of **ALL** of the documents listed below for your Residency Petition to be complete. We cannot make copies or return any documents to you. Incomplete petitions cannot be evaluated, which will cause a delay in determining your residency status. After the initial review, additional documents may be required. Please check your Mizzou email for residency petition status updates. All documents must be uploaded to the Cherwell portal at : ().

Student's Name: _____ Student ID: _____

- Completed Residency Petition form using the Cherwell portal with the date you submit your residency petition.
- Completed Residency Processing Fee Authorization, Signed & dated in ink with the date you submit the form. These forms available <https://registrar.missouri.edu/residency/>
- Official payroll records/paystubs and work schedules for each pay period showing at least \$2000.00 of Missouri taxable income.
 - Income must be earned in Missouri.
 - Students may NOT work for or with a relative, for a family member or family business.
 - All payroll records/paystubs and work schedules. Direct Deposit entries on the bank statement may not be used in place of payroll records.
 - Additional payroll records/paystubs to support minimum \$2000 total gross Missouri earnings.
- Written explanation of the reasons for any disruption in your Missouri residency requirements in the past 12 months. (Missouri earned income, etc.)
- Copy of your permanent Missouri driver's license. The temporary copy will not be accepted.
- Copy of your Missouri voter's registration verification.
- Copy of pages 1 and 2 of the 2019 Federal 1040 income tax form showing your Dependency Status.
 - If you were under 21 during any part of the qualifying 12 months, a copy of pages 1 and 2 of your parent's 2019 Federal 1040 income tax form showing you were NOT claimed as a dependent. If your parents are divorced, please submit a copy of pages 1 and 2 of the 2019 tax return for each parent.
 - If you were 21 or older for the entire qualifying 12 months, a copy of pages 1 and 2 of your 2019 Federal and Missouri 1040 income tax form.
- Copy of your Missouri vehicle registration if you are listed as the only owner of your car.

Submit your completed petition and supporting documents using the Cherwell portal.

Office Contact Information:

MU Residency Department - Office of the University Registrar - <http://registrar.missouri.edu/residency/>

125 Jesse Hall residency@missouri.edu Phone: 573-882-7881 FAX: 573-884-8382

The Office of the University Registrar is open Monday – Friday 8:00am – 5:00pm.

The University has made adjustments to the Fall 2020 residency process and requirements due to Covid 19.

Fall 2020 petitioners

- During the summer, **plan to stay wherever you will be safest and most comfortable**. Absences from Missouri during summer 2020 will not be held against you.
- Please include a written explanation of the reasons for any disruptions in your Missouri residency in the past 12 months (i.e. travel restrictions, campus closure, and Fall personal safety).
- If you have not earned \$2,000 of taxable income in Missouri, document the extenuating circumstances in your written explanation.
- You must have been enrolled at Mizzou for the entire 2019-2020 academic year to be eligible for residency.
- Complete the residency application and submit it between August 3 and October 2, 2020.

For all residency petitioners, the Office of the University Registrar will do the following:

- We will take into consideration the travel ban and the various state and regional directions to shelter in place.
- We will allow a reasonable lag time between the lifting of the travel restrictions and taking on a lease and finding employment in Missouri. We understand that those things take advance planning and preparation.
- We will respond to your application as quickly as possible once you submit it. And we will remain flexible as we process your application and consider impacts of the Covid 19 on your efforts to complete the residency requirements.



PROCESSING FEE FOR MISSOURI RESIDENCY PETITION AUTHORIZATION FORM

I hereby authorize the University to charge a \$250.00 nonrefundable residency petition processing fee to my University of Missouri student account. This fee covers the cost of processing my residency petition and supporting documents submitted in the semester identified below. If my petition is not completed or approved in the current semester, I understand I will need to reapply in a subsequent semester and pay another processing fee.

Student Name: (Please Print): _____

Student ID: _____

Student Signature: _____

Date: _____

The semester in which I am applying is:

- Fall 2020 Spring 2021 Summer 2021

Submit your completed petition and supporting documents to:

Residency Department
MU Office of the University Registrar
125 Jesse Hall
Columbia, MO 65211
residency@missouri.edu 573-882-7881 FAX: 573-884-8382
<http://registrar.missouri.edu/residency/>

Academic units wishing to pay the fee for the student should complete this section.

MOCODE: _____

Authorized Signature: _____