



Building a Better World

OFFICE OF CONTINUING EDUCATION

APPLICATION FOR ADMISSION (SPECIAL STUDENT - NON-MATRICULATING)

PLEASE NOTE: This form is to be used only by persons who simply intend to enroll in a course at Virginia State University and are not currently seeking a degree (non-matriculating). If you have been admitted into a degree program, do not use this form.

Present Semester: FALL 20___; SPRING 20___; SUMMER 20___

SECTION A: STUDENT INFORMATION (PLEASE PRINT OR TYPE) V#

1. Date of Application: _____ 2. Social Security #: _____

3. Name _____ (LAST) (FIRST) (MIDDLE) (MAIDEN)

4. Permanent Address: _____ Telephone#: _____ (City) (County) (State) (Zip Code)

Email: _____

Next-of-Kin Name: _____ (LAST) (FIRST) (MIDDLE)

Next of Kin Address _____ Telephone#: _____ (City) (County) (State) (Zip Code)

5. Birth Date: _____ 6. Sex: Male Female 7. Race: _____

8. Military Status: Active Military Veterans Benefits N/A

Home State (Domicile): _____

9. Highest Degree Earned: High School Associate Bachelor Masters Doctorate

10. I have, have not, attended VSU before. Last Attended: _____

Classification _____ Major _____

11. Name of High School last attended/attending Location Last Date Attended

Name of College last attended/attending Location Last Date Attended

12. Is a parent or legal guardian responsible for payment of your fees? Yes No
(If yes, include the name and address in Block 4, Section B)

13. a. I am not applying for Virginia In-state tuition rates.
- b. I am applying for Virginia In-state tuition rates based upon one of the provisions shown below. (Proceed to Section B)

SECTION B: APPLICATION FOR VIRGINIA IN-STATE TUITION RATES
(if you checked item 13b)

1. Date you moved permanently to Virginia _____

2. I wish to apply for in-state tuition rates based upon:

- a. My own domicile in Virginia.
- b. Dependency on parent or legal guardian who is domiciled in Virginia.
- c. Non-resident employed full time in Virginia and paying Virginia State income taxes.
- d. Active duty military or federal employee under provisions of **Memorandum of Understanding** between VSU and military or federal authorities. (if block 2d is selected, skip to item 11).

3. How long have you resided in Virginia _____

4. Where have you lived for the past two years?

From (Mo./Yr.) To Mo./Yr.) Street Address City State/Zip Code

Place of Employment _____

5. Do your parents or legal guardians provide over one-half of your financial support or claim you as a tax dependent? Yes No

6. Will you have filed a tax return or paid income taxes to any other state than Virginia during the past year? Yes No

7. For at least one year prior to the term in which you will enroll, will you have:
a. filed a tax return or paid income taxes to Virginia on all earned income? Yes No

b. been a registered voter in Virginia? Yes No

c. held a valid Virginia drivers license? Yes No

8. Do you own or operate a motor vehicle? Yes No

(If yes, has it been registered in any state other than Virginia during the past year?) Yes No

9. Are you or any member of your immediate family presently in the military? (If no, go to Question 10) Yes No

If yes, check member of military: Self Spouse Parent/Legal Guardian

a. Will Virginia income taxes have been paid on all military income for one year prior to the term in which you will enroll? Yes No

b. If your spouse is in the military, will you have resided in Virginia, been employed, earned at least \$10,200, and paid income taxes to Virginia for at least one year prior to the term in which you will enroll? Yes No

10. Answer this question only if you live outside Virginia but work in Virginia. Will you have earned at least \$10,200 and paid Virginia income taxes on all taxable income earned in this Commonwealth for at least one year prior to the term in which you will enroll. Yes No

11. I certify under penalty of disciplinary action that the information I have provided is true.

SIGNATURE OF APPLICANT _____ DATE _____

Mail to: Office of Continuing Education
Virginia State University
P. O. Box 9402
Virginia State University, VA 23806

Fax to: (804) 524-5104
Email to: jcoles@vsu.edu