Checklist for Independent Student Applicants

“Independent Person” is defined as one who is in his/her majority (eighteen years of age or older) or an emancipated minor, whose predominant source of income is his/her own earnings or income from employment, investments, or payments from trusts, grants, scholarships, commercial loans, or payments made in accordance with court order. An independent person must provide more than half of his or her support during the twelve months immediately prior to the date that classes begin for the semester for which resident status is requested. An independent person cannot claim the domicile of another individual as their own for the purposes of establishing intent to become a South Carolina resident. An independent person must have established his/her own domicile for at least twelve months prior to receiving in-state tuition and fees. An independent person cannot be claimed as a dependent or exemption on the federal tax return of his or her parent, spouse, or guardian for the year in which resident status is requested.

**This checklist is meant to be a general guide. We reserve the right to ask for more documentation if necessary**

- Completed Independent Student Application form
- Completed, signed and notarized “Affidavit of Financial Independence” & “Certificate of Independent Persons Residency”
- Copy of valid SC driver’s license (must obtain within 90 days of establishment of intent to be a SC resident)
- Copy of valid SC Vehicle Registration (must obtain within 45 days of establishment of intent to be a SC resident)
- Copy of most recent Federal and SC income tax returns filed (pages 1 & 2 of each)
- Proof of primary domicile here in the state (if you rent, a copy of your lease(s) for the 12 months prior to the semester in which you’re applying for residency; if you own a home, you will need to provide a copy of the deed or settlement)
- If under 24, both biological parents will need to complete, sign, and have notarized the “Out-of-State Parent Affidavits” and send hard copies to the Legal Residency Office.
- If under 24, copies of parents’ Federal income tax returns to verify that they didn’t claim you as their dependent
- Non-U.S. Citizens- provide copies of their Permanent Resident cards or valid Visas.
- Documents to support the information on your Affidavit of Financial Independence, such as:†
  - A copy of your most recent paystub to verify the earnings you’ve included to have made in the last 12 months
  - Copies of any bank statements, trust portfolios, loans, or anything else that would prove that you actually had the funds you listed on your Affidavit available to you during the year prior to requesting residency. Remember, as an independent person, trust funds, mutual funds, loans, etc. must be in your name and under your control.
  - If you’re a transfer student and claim to have received grants and scholarships at your last school, you will need to provide a printout from your last school showing how much you received for the previous year.

Lived here for less than 12 months? Here are the exceptions for not meeting the 12 month residency requirement:

- Full-time employment. Please include a letter from your employer and a recent paystub received you’ve received showing that you’re working full-time in SC. You must plan on keeping a full-time job until your SC driver’s license turns a year old.
- Retirement. If you’re an independent student applying as a senior citizen or a retired person, you must show proof you’re receiving a retirement pension/annuity that’s taxable in SC.

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† Exception to this rule is being a full-time employee, and remaining full-time until the twelve-month requirement is met
† But not limited to the documents listed below. We may require other evidence once we receive your Financial Affidavit.