



PARENT or LEGAL GUARDIAN FORM

Students under the age of 24 that incurred a registration hold when selecting "Self-Sufficiency" on the Admissions Application may benefit from claiming Virginia Domicile through a parent or legal guardian. Students who wish to prove Virginia Domicile through a parent or \*legal guardian must have this form completed and submitted to the Office of Admissions and Records at Blue Ridge Community College, P.O. Box 80, One College Lane, Weyers Cave, VA 24486 or to Registrar@brcc.edu. This completed form as well as all supporting documents must be submitted prior to the first day of the semester in order to register for classes at the in-state tuition rate. Eligibility for in-state tuition rates as a dependent will be reviewed in accordance with the Code of Virginia Section 23-7.4. For more information on documentation needed to remove a self-sufficiency hold, please visit our Self Sufficiency web page (https://www.brcc.edu/admissions/self-sufficiency). Please Note: This form and supporting documents are used to establish Virginia Residency only. This form in no way effects a student's eligibility for financial aid, nor does this form place financial responsibility on the person who signs below.

Name of Student: \_\_\_\_\_ Student's EMPLID# \_\_\_\_\_

Parent/\*Legal Guardian Name: \_\_\_\_\_

Contact Phone Number: \_\_\_\_\_

What is your Current Address? \_\_\_\_\_  
Street Address

\_\_\_\_\_ City State Zip

Have you lived at this address for the last 12 months?  Yes  No

If no, please list other address(es) and include move in/out dates for the last 24 months: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

For addresses listed above that are outside of Virginia, please explain: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Are you a U.S. Citizen? (Please Note: This information is used to help establish VA Domicile only and will not be shared with any other Department or Agency.)  Yes  No



If no, what is your current status? \_\_\_\_\_

**For the questions below, please select the best option:**

1. Is the student a dependent of a service member currently on Active Duty or a Veteran in the U.S. Armed Forces?  Yes  No

If yes, do you plan to use Active Duty or Veteran benefits to pay tuition?  Yes  No  Maybe

2. Did you file a state income tax return to Virginia (Form VA-760) for the most recent two tax years?  Yes  No  Did not file taxes

If yes, did you file as a Resident, Non-Resident, or Part-Year Resident? \_\_\_\_\_

If no, which state(s) did you file? \_\_\_\_\_

3. Do you have a valid Virginia Driver’s License or DMV Issued Identification Card?

Yes  No  No License and No ID Card

If no, which state? \_\_\_\_\_

4. Do you own or operate a vehicle that is registered in Virginia?

Yes  No  Do not own/operate a vehicle

If no, which state? \_\_\_\_\_

5. Are you registered to vote in Virginia?

Yes  No  Not registered to vote

If no, which state are you registered? \_\_\_\_\_

**Carefully read statement below, then sign and date.**

*I hereby certify that the information given is true and accurate to the best of my knowledge. I also understand that if I provide erroneous information in an attempt to evade payment of out-of-state fees, the student will be charged out-of-state fees for every term attended.*

Parent: \_\_\_\_\_ Date: \_\_\_\_\_

(or) \*Legal Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

\*For Domicile purposes (not Financial Aid), “Legal Guardian” can be anyone who is eligible to claim the student as a dependent on their federal income tax return based on the [IRS definition of “qualifying child” or “qualifying relative”](#). **Disclaimer: If a parent still claims the student on their federal income taxes, that parent needs to complete this form and not the legal guardian.**