

## **Eligibility and Frequently Asked Questions**

### **1. Who is eligible for this waiver?**

A student who attended a secondary school in this state for three (3) consecutive years immediately before graduating from a high school in this state; applied for enrollment in an institution of higher education within 24 months after high school graduation and submitted an official Florida high school transcript as evidence of attendance and graduation.

### **2. When does the waiver become effective and is it retroactive?**

The waiver does not apply for any terms that began before July 1, 2014 and cannot be applied retroactively for refunds. Once the waiver has been approved, it is effective for the first full academic term available. Approvals after the add/drop deadline of the full academic term will apply to the next full academic term. It is important to submit the waiver and required documentation prior to the tuition and fees payment deadline provided in the Academic Calendar or Course Catalog.

### **3. Is this waiver only applicable to students who are undocumented for federal immigration purposes?**

No, any actively enrolled students who are paying fees at the out of state rate and meet the eligibility requirements can use the waiver.

### **4. When should I not file for this waiver?**

Students are encouraged to establish Florida residency for tuition purposes whenever possible before eligibility for this waiver is determined. This is because students who use this waiver are not eligible for state financial aid. Please reach out to the Admissions Department at [admissions@phsc.edu](mailto:admissions@phsc.edu) or by phone at (727) 816-3371 if you believe you qualify for in state tuition.

### **5. May students whose parents live in another state be eligible for this waiver?**

The student may use this waiver only if they meet the eligibility requirements.

### **6. Does this waiver include all tuition and fees?**

The student is still responsible for the in state portion of their tuition and fees. The waiver is effective for 110% of the total number of required credit hours of the student's degree or certificate program. Courses that are not part of the degree program will be billed at the full out of state rate. Credits that exceed 110% of your program will be billed at the out of state rate. Students do not have to maintain continuous enrollment and can return under the terms of the approved waiver until the 110% limit is reached.

**7. Will the waiver apply to courses that I may repeat as part of my program of study?**

Students who repeat undergraduate college-credit courses more than twice normally pay tuition for the third attempt at the full out of state rate or cost. The same rule will apply for students under this waiver. Exceptions for extenuating circumstances may apply and students should work with an Advisor for guidance on course repeat rules.

**8. Do I need to reapply to use this waiver every term?**

No. Students who use this waiver will be classified as an out of state student for the duration of their enrollment until they choose to reclassify their residency status. The waiver can only be used for 24 consecutive months while at PHSC, even if they do not enroll for courses each term.

**9. What documentation is required to use the waiver?**

Students are required to provide a non-resident classification form for residency, an official high school transcript that shows the student was enrolled for three (3) consecutive years immediately before graduating from a high school in this state, and proof that they applied for enrollment in an institution of higher education within 24 months after high school graduation, even if they did not enroll in courses; such as an acceptance letter, enrollment verification, or official transcript.

**10. How do I appeal if the waiver is denied?**

The waiver is not discretionary. If eligibility criteria are met, and documentation is provided, it will be awarded. Denials may occur in cases where documentation is not complete or not acceptable. Decisions of the Assistant Vice President and Dean of Admissions and Enrollment Management (or designee) are final and not subject to appeal.

Effective Term: Fall ( ) Spring ( ) Summer ( ) PHSC Student ID: \_\_\_\_\_

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Student Last Name: \_\_\_\_\_ Student First Name: \_\_\_\_\_

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Primary Phone: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Email: \_\_\_\_\_

Student's Program of Study: \_\_\_\_\_

**I affirm that I meet the eligibility criteria as described below:**

Determination of resident status for tuition purposes: Provides students, regardless of immigration status, the opportunity to pursue higher education at in state tuition rates when they apply for admissions if students can meet certain eligibility guidelines (initial each below). Previously, certain Florida students were required to pay out of state rates to attend Florida's colleges and universities due to their immigration status.

\_\_\_\_\_ I attended a Florida secondary high school for three (3) consecutive years before graduating from a Florida high school. Official high school transcript is required.

\_\_\_\_\_ I affirm that I applied for admission to a Florida College System institution within 24 months of graduation from my Florida secondary high school. Acceptance letter, enrollment verification, or official transcript is required.

\_\_\_\_\_ I understand that this is a waiver of the out of state portion of tuition and fees due and that I am still responsible for paying tuition and fees at the in state rate.

\_\_\_\_\_ I understand that, if granted this waiver, I am not eligible for state financial aid. (Florida residency should be determined prior to submitting this waiver as students who receive this waiver are classified as non-Florida residents and are not eligible for state financial aid).

\_\_\_\_\_ This waiver is good for up to 110% of credits required for the college degree or certificate in which I am enrolled. I understand that credits that exceed this level will be billed at the out of state rate. Also, credits that are in excess of 110% of the program will be billed at the out of state rate.

\_\_\_\_\_ I recognize that the college is required to report the number and value of the waivers under this statute and agree that information will be collected to provide permission for this reporting.

\_\_\_\_\_ I understand that this act requires that the college give preference to veterans with waivers over students given waivers as needed.

\_\_\_\_\_ I understand that this waiver applies to all students who meet the eligibility criteria, including students who are undocumented for federal immigration purposes.

\_\_\_\_\_ I understand that once the waiver has been approved, it is effective for the first full academic term available. Approvals after the add/drop deadline of the full academic term will apply to the next full academic term.

I have read and understand the eligibility requirements for this waiver of out of state tuition and fees. I understand legislation requires that I furnish Pasco-Hernando State College (PHSC) with specific documentation to verify my eligibility. By my signature below, I affirm that the information provided is true and correct.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date Signed

**Pasco-Hernando State College**  
**Office of Admissions (District Office)**  
10230 Ridge Road • New Port Richey, FL 34654  
Phone: (727) 816-3371 • Fax: (727) 816-3389

**PHSC Office Use Only**

	Date Provided/Verified	Staff Signature
Official HSTR	_____	_____
HSTR 3 yr rule verified	_____	_____
Diploma / Certificate verified	_____	_____
Residency verified in Banner	_____	_____
Non-resident form provided	_____	_____
App / Enroll / COLTR verified	_____	_____
110% rule verified	_____	_____
Confirmation sent to student	_____	_____

Notes:  
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